



PROPOSAL

Borough of Roselle Park

**BOROUGH ENGINEER**



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November 30, 2018

PRO #18-05826

**Borough of Roselle Park**

**Attn:** Andrew J. Casais, RMC, QPA  
Borough Clerk/Qualified Purchasing Agent  
110 East Westfield Avenue  
Roselle Park, NJ 07204

**Re: Request for Proposals for Borough Engineer  
Roselle Park, New Jersey**

Dear Mr. Casais:

The Borough of Roselle Park (Borough) prides itself on being “a wonderful place to call home” and is dedicated to serving its almost 14,000 residents. To continue to be a draw for both residents and businesses alike, the Borough is continually looking to improve the community’s economic vitality, which includes the development and coordination of programs to enhance elements of open space, transportation, and infrastructure. As the Borough continues to grow, the maintenance and enhancement of these buildings, parks and recreation facilities, and the infrastructure is critical to continued success in the future. While undertaking projects that will have a lasting impact on its residents, the Borough will need a strong management and engineering team to complete the services outlined in the request for proposal. Pennoni is that firm.

Pennoni is a multidisciplinary organization with personnel qualified in the areas of municipal, civil, sanitary, environmental, mechanical, electrical, structural, and transportation engineering. Our proficiency in surveying, land planning, landscape architecture, and environmental sciences complement the engineering disciplines of our staff. This enables Pennoni to offer a staff of professionals that provide the wide range of services required to satisfy the needs of the Borough.

To achieve our goals of quality work and service to our clients, we must be organized and every task managed to achieve the desired end results. **Drew Di Sessa, PE, PP**, will serve as Pennoni’s representative to the Borough. He has more than 20 years of municipal engineering experience including serving as the Municipal Engineer or Planning and Zoning Board Engineer for municipalities in New Jersey, such as the City of Plainfield in Union County, Hillside Township, and Township of Nutley in Essex County. Mr. DiSessa will serve as an extension of Borough staff and confirm full commitment of resources are available to accomplish tasks.

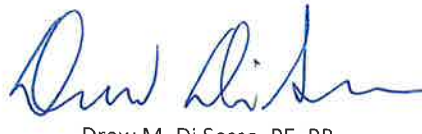
Pennoni adheres strictly to the *Code of Practices* of the American Society of Civil Engineers and subscribes to *the Canon of Ethics* of the National Society of Professional Engineers. We are proud of the professional reputation that we have developed and we are committed to the highest level of professionalism.

If you require additional information, please contact us at your convenience.

Sincerely,  
**PENNONI ASSOCIATES INC.**



Todd M. Hay, PE, CME  
Regional Vice President



Drew M. Di Sessa, PE, PP  
Senior Engineer

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# SECTION 1

## STAFF INFORMATION



## BOROUGH OF ROSELLE PARK

### SUBMISSION FORM / QUALIFICATION STATEMENT

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**1. Names and roles of the individuals who will perform the services and description of their education and experience with projects similar to the services contained herein:**

Project Manager-Drew Di Sessa is a Senior Engineer in our Newark, NJ office. He has more than 30 years experience with expertise in the areas of site design, planning and zoning, real estate due diligence and municipal engineering including feasibility studies, planning board and zoning board hearings, subdivision and land development applications, environmental permitting, demolition, roadway design, storm water management, utility design, grading, earthwork, soil conservation, technical reports and specifications. His experience includes interacting with government agencies and other professionals involved in land aquisition, development and construction. He is an exprienced engineering expert witness and has testified before boards, courts , and commissions.

Education

MS-Engineering Management, New Jersey Institute of Technology

BS-Civil Engineering, Rutgers University

Professional Registrations

Licensed Professional Engineer: NJ (#24GE03383700)

Professional Planner: NJ (#33LI00420100)

Certifications

Certified Zoning Official: NJ

LEED Accredited Professional

Professional Affiliations

New Jersey Alliance for Action

New Jersey Society of Municipal Engineers

Mr. Di Sessa's resume is included with this submission with more details regarding his experience.



# Organization Chart

## Borough of Roselle Park

**Principal-in-Charge and QA Manager**  
Todd M. Hay, PE, CME

**Borough Engineer Representative**  
Drew M. Di Sessa, PE, PP

**Environmental  
Planning/Permitting**

Christopher R. Beriont, LSRP

**Land Survey**

Dennis S. DiBlasio, PLS, PP

**Traffic/Transportation**

Beth-Ann M. Grasso, PE, CME

**Site/Civil**

Olga Garcia, PE, CME

**Geotechnical**

Frederick A. Brinker, PE

**MEP**

Robert Mellohusky, PE

**Inspection and Testing**

Michael A. Padula, CWI, PE

**Structural**

Richard Roberts, PE

**Water/Wastewater**

Thomas Leisse, PE

**Industrial Hygiene**

Ralph Coppola, CIEC

**Construction Management/  
Construction Inspection**

Curtis Shugars, PE

# Todd M. Hay, PE, CME

## Principal-in-Charge/QA Manager

### EDUCATION

MS, Urban and Transportation Engineering; New Jersey Institute of Technology, (2002)

BS, Civil Engineering; Temple University (1992)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ (#24GE04171500 exp. 4-30-20)

Certified Municipal Engineer: NJ (#475, 1994, no exp.)

### CERTIFICATIONS/TRAINING

Project Management, Pennoni (2015, no exp.)

### PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

American Water Works Association

Institute of Transportation Engineers

National Society of Professional Engineers

New Jersey Planning Officials

New Jersey Society of Municipal Engineers: Executive Board Secretary

New Jersey Wireless Association

New Jersey Alliance for Action

Future City Competition: Mentor

Branchburg Township Planning Board: Chairman

### EXPERIENCE SUMMARY

Todd Hay, PE, CME, serves as Regional Vice President in our Newark, NJ office. He is responsible for client service and business development efforts for the office and manages the success and growth of the northern New Jersey staff and projects. Mr. Hay has been working with multi-disciplined engineering projects during his nearly 23-year career as civil engineer, project manager and principal. His work has included local/county transportation, utilities, traffic and recreation projects; K-12; college/universities; rooftop/ground mount solar projects, all within NJ; and a variety of private/public design and design-build projects within NJ, NY, CT, VT, NH, and NM. His work experience has included client contact and coordination; in-house review of site plan and subdivision projects for entitlement compliance; preparation and coordination of site plans and technical specifications for bidding purposes; preparation of site plans for entitlement submission; expert witness testimony before local, county and state authorities; contract administration and construction support services for both private and public projects. Currently, Mr. Hay serves as the appointed City, Planning and Zoning Board Engineer in the City of East Orange and the Township, Planning and Zoning Board Engineer in the Township of Nutley. Mr. Hay is also the appointed Board of Education Engineer for the Springfield Board of Education. In addition, he has served over 25 municipalities, four counties and ten public school districts as on-call engineer. He has served as principal-in-charge for private clients including Toll Brothers City Living, Simon Properties, Garden Homes and Verizon as well as many high-profile architects. Also, Mr. Hay has been involved in high profile design-build projects such as the design-build of the US Military Academy Preparatory School at West Point, NY and the design and construction of Limited Ports of Entry (LPOE's) on the Canadian and Mexican Border. Mr. Hay has also been involved in litigation and court matters serving as a design and construction expert witness representing construction contractors and New Jersey State transportation authorities.

### REPRESENTATIVE PROJECTS

#### City of East Orange – General Engineering Services, East Orange, NJ

Appointed City Engineer and Client Manager - Reviews applications and ensured compliance thru inspections to the Planning and Zoning Board as well as attends and consults with the Director of Public works, Mayor and Council, and attended Regular Meetings when requested. He had established office hours for consultations with residents and an in-house engineering staff of five. He had been responsible for estimating and making recommendations to the City where requested.

#### Township of Nutley – General Engineering Services, Nutley, NJ

Appointed Township Engineer and Client Manager - Reviews applications and ensure compliance thru inspections to the Planning Board and Zoning Board as well as attends when requested, consults with the Mayor and Commissioners, attends Regular Meetings when requested and Government Committee Meetings. He has established office hours for consultations with residents and administrative staff. He has been responsible for estimating and making recommendations to the Township where requested. Also, Mr. Hay secured over \$8 million dollars in grants since his appointment for 2005. Mr. Hay is responsible for implementing the on-going NJDEP Stormwater Management program for the Township.

#### Township of Springfield – General Engineering Services, Springfield, NJ

Appointed Township Engineer and Client Manager - Reviewed applications and ensured compliance thru inspections to the Planning Board as well as attends and consults with the Mayor and Council, and attended Regular Meetings when requested. He had established office hours for consultations with residents and administrative staff. He had been responsible for estimating and making recommendations to the Township where requested. Also, Mr. Hay secured over \$750,000 dollars in grants during his appointment from 2008-2011.



# Drew M. Di Sessa, PE, PP, LEED AP

## Borough Engineer Representative

### EDUCATION

MS, New Jersey Institute of Technology; Engineering Management (1997)

BS, Rutgers University; Civil Engineering (1984)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: PA (#043460, exp. 9-30-19)

Professional Engineer: NJ (#24GE03383700, exp. 4-30-20)

Professional Engineer: CT (#0030854, exp. 1-31-19)

Professional Planner: NJ (#33LI00420100, exp. 5-31-20)

### CERTIFICATIONS

Certified Zoning Official; NJ (2010, no exp.)

LEED Accredited Professional (2008, no exp.)

### PROFESSIONAL AFFILIATIONS

New Jersey Alliance for Action

New Jersey Society of Municipal Engineers

### EXPERIENCE SUMMARY

Mr. DiSessa is a Senior Engineer. He has more than 30 years of experience with expertise in the areas of site design, planning and zoning, real estate due diligence, and municipal engineering including feasibility studies, master planning, testimony at planning board and zoning board hearings, subdivision and land development applications, environmental permitting, demolition, roadway design, storm water management, utility design, grading, earthwork, soil conservation, technical reports and specifications. His experience includes interacting with government agencies and other professionals involved in land acquisition, development, and construction. He is an experienced engineering expert witness and has testified before boards, courts, and commissions.

Mr. Di Sessa has served as the planning board engineer for the Township of Vernon. Mr. Di Sessa serves as the township engineer and land use board engineer for the Township of Mansfield and planning board engineer for the Township of Hillside. He also serves as the municipal engineer representative for the Township of Nutley, and as the municipal engineer representative and planning/zoning board engineer for the City of Plainfield.

### REPRESENTATIVE PROJECTS

#### City of Plainfield – General Engineering Services, Various Locations, NJ

Appointed City Engineer - Consults with the Director of Public Works and Engineering. He has established office hours for consultations with local residents and administrative staff. He is responsible for estimating and making recommendations to the City where requested. Mr. Di Sessa is responsible for reviewing street opening applications and inspecting construction. He is responsible for NJDEP reporting of the City's Stormwater Management program.

#### Township of Nutley – General Engineering Services, Various Locations, NJ

Township engineer representative - Consults with the engineering project coordinator. He has established office hours for consultations with local residents and administrative staff. He is responsible for estimating and making recommendations to the township where requested. Mr. Di Sessa's responsibilities also include overseeing the design and construction inspection of roadway improvement projects throughout the township.

#### Township of Mansfield – Land Use Board Engineer, Various Locations, NJ

Appointed Board Engineer - for the Land Use Board, his responsibilities include reviewing applications for compliance with the township land use and zoning ordinances. He attends regular board meetings. Other duties include making recommendations on zoning ordinance changes and assisting with master planning activities of the board.

#### Township of Hillside – Planning Board Engineer, Various Locations, NJ

Appointed Board Engineer - for the Planning Board, his responsibilities include reviewing applications for compliance with the township land use and zoning ordinances. He attends regular board meetings and assists the Board with land use issues. He is responsible for overseeing construction inspection of board approved development projects.

#### Township of Irvington – Park Place Improvements, Irvington, NJ

Project Manager - Design and construction of 2,400 linear feet of municipal road milling and resurfacing improvements including geotextile reinforcement, handicap ramps, full depth and mill/overlay asphalt pavement. Responsible for client management, project management, administration, and bid services.

#### Township of Berkeley – Millbrook Drive Improvements, Berkeley, NJ

Project Manager - Design and construction of 3,000 linear feet of municipal road milling and resurfacing improvements including concrete sidewalk, handicap ramps, full depth and mill/overlay asphalt pavement, and concrete curb. Responsible for client management, project management, administration, and bid services.





# Christopher R. Beriont, LSRP

## Environmental Planning/Permitting

### EDUCATION

BA, Earth Science: Geology  
Concentration; Kean University  
(1997)

### PROFESSIONAL REGISTRATIONS

Site Remediation Professional: NJ  
(#624783, exp. 6-4-20)

### CERTIFICATIONS

8 Hr., HAZWOPER Refresher, OSHA  
(exp. 9-11-19)

New Jersey Class A/B UST System  
Operator, ICC (2018, no exp.)

### TRAINING

40 Hr., HAZWOPER Initial, OSHA  
(1998, no exp.)

Project Manager Training, Pennoni  
(2015, no exp.)

### PROFESSIONAL AFFILIATIONS

NJ Licensed Site Remediation  
Professionals Association

### EXPERIENCE SUMMARY

Mr. Beriont serves as a Senior Environment Scientist/Project Manager. He is a Licensed Site Remediation Professional with over 20 years of experience in the fields of environmental investigation and environmental remediation. His experience includes environmental site assessments; remedial investigations; feasibility studies; remedial actions for soil, groundwater, and vapor related issues; and remedial implementation of the same issues for industrial, commercial, institutional, and government clients.

### REPRESENTATIVE PROJECTS

#### **PNC Realty Services – Phase II Investigations, Various Sites, NJ**

Project Manager – Managed scope, coordination and implementation of Phase II Services including, but not limited to Open Public Record (OPRA) file reviews, electromagnetic/ground penetrating radar surveys, and soil and groundwater investigations at various properties throughout New Jersey.

#### **Twp. of Springfield – Remedial Investigations, Various Municipal Sites, Springfield, NJ**

Project Manager – Managed remedial investigations for the Township of Springfield, NJ. Scope includes soil and groundwater investigations and air quality investigation of municipal facilities.

#### **Sun National Bank - Holland Branch, UST Removal Services, Various Locations, NJ**

Project Manager – Managed the closure, removal and investigation of one 2000-gallon fuel oil UST to the culmination of the issuance of a letter of “No Further Action” from the State.

#### **Far Brook School – Site Investigation, Short Hills, NJ**

Project Manager – Managed a soil/groundwater investigation for a suspected oil leak at the Far Brook School. Investigation culminated with the issuance of a letter of “No Further Action” from the State.

#### **Berk Gold Stamping/East Coast Finishing – Preliminary, Site & Remedial Investigations, Fairview, NJ**

Project Manager – Oversaw Industrial Site Recovery Act (ISRA) requirements associated with the sale of the property. Activities included the preparation of a Preliminary Assessment (PAR). The PAR identified several areas of concerns that lead to Site/Remedial Investigations. Historic Fill conditions have been identified and a site wide cap has been approved and an indeterminate Classification Exception Area is being implemented for the site.

#### **Union County College – Sediment Pond Restoration, Cranford, NJ**

Project Manager – Conducted sediment removal of a pond at the Cranford Campus. Approximately 500 tons of sediment was removed, characterized and disposed of. The site was restored to natural vegetative conditions at the completion of the project.

#### **Former Dry Cleaners – Soil-Vapor Extraction System Installation, West Orange, NJ**

Oversaw the installation of a twin blower soil vapor extraction system in a former dry cleaner located in West Orange, NJ. A total of eight SVE wells were installed at the site and connected via subsurface trenching to the blower units and carbon filters. The project required extensive cooperation with PSE&G to relocate electric poles and service.

#### **Childcare Facility – Soil Remediation & Site Redevelopment, Warren, NJ**

Project Manager – Oversaw site activities for the remediation of approximately 2,000 tons of contaminated soil from the playground of a childcare facility located in Warren, NJ. Oversaw the installation of the selected presumptive remedy for the playground area.

#### **Brick Landfill – Soil Vent Installation, Brick, NJ**

Project Manager – Oversaw the installation of seven soil vents located throughout the Brick Landfill located in Brick Township, NJ. The soil vents were installed through the surficial capping through the fill to the native soils to vent landfill gases that accumulated below the capping.



# Dennis S. DiBlasio, PLS, PP

## Land Survey

### EDUCATION

AA, Burlington County College (1975)

### PROFESSIONAL REGISTRATIONS

Professional Land Surveyor: PA  
(#SU031396E, exp. 9-30-19)

Professional Land Surveyor: NJ  
(#24GS02830700, exp. 4-30-20)

Professional Land Surveyor: NY  
(#0498851, exp. 9-30-21)

Professional Planner: NJ (#33L100270600,  
exp. 5-31-20)

### CERTIFICATION/ TRAININGS

TWIC Certified (exp. 8-6-19)

40-Hr. OSHA, Hazmat (1991, no exp.)

FEMA, NFIP Elevation Cert., NJSPLS,  
(2018, no exp.)

Ground, Aircraft/UAS Mapping  
Techniques, NJSPLS (2018, no exp.)

Easements, NJSPLS (2018, no exp.)

Evolution of NSRS, (2018, no exp.)

Updates GRAV-D, Vertical Datum, NJSPLS  
(2018, no exp.)

Updates/Flood Insurance & Floodplain  
Management, NJSPLS, (2017, no exp.)

FEMA/NFIP, Flood Maps, Zone A Areas,  
Finding BFEs, NJSPLS, (2017, no exp.)

Risk Management/Surveyors, NJSPLS,  
(2017, no exp.)

### PROFESSIONAL AFFILIATIONS

PA Society of Land Surveyors

NJ Society of Professional Land Surveyors

NY Association of Professional Land  
Surveyors

The Hydrographic Society of America

Philadelphia Maritime Marine Advisory  
Committee

### HONORS/AWARDS

"ACEC/PA 2005 Finalist Honor Award" for  
Surveying and Mapping, Pennoni  
Associates Inc./Delaware River Port  
Authority

Surveyors GIS Mapping, 1st Place Award"  
New Jersey Society of Professional Land  
Surveyors, 2002 Annual State Conference

### EXPERIENCE SUMMARY

Mr. DiBlasio has more than 40 years' experience in providing professional services to government and private industry clients in all phases of surveying services. He has extensive background in subdivision preparation, outbound and topographic surveys, ALTA/ACSM Land Title Surveys, environmentally sensitive area mapping, and hazardous waste site surveying, as well as hydrographic and photogrammetric work. He serves as Vice President and Division Manager of the Survey Group in our Haddon Heights, NJ office. His responsibilities include coordinating the surveying efforts of multidiscipline projects for the firm's many different offices. Mr. DiBlasio is the Township Surveyor for Nutley, Riverside and Woodland Townships as well as Berlin Borough. He oversees and prepares most of the cartographic and mapping needs, including tax mapping, zoning, land use, 911 emergency, and utility mapping, along with reviewing mapping and planning issues. Mr. DiBlasio has over ten years of experience in workshop presentations and seminars for the New Jersey Society of Professional Land Surveyors, New York Association of Professional Land Surveyors, and Pennsylvania Society of Professional Land Surveyors. He is a Past Director at Large for the New Jersey Society of Professional Land Surveyors and has held various offices in the Surveyors Association of West Jersey, including Past President.

### REPRESENTATIVE PROJECTS

#### **Borough of Essex Fells, Essex County, NJ (2011 - Present)**

Provided, preparation and maintenance of tax maps, for the borough in 2011 on an as needed basis. The borough has a population of approximately 2,100 and covers 1.4 square miles.

#### **Woodland Township, Burlington County, NJ (1996 - Present)**

Appointed Engineer and Surveyor – Pennoni has been the Appointed Engineer/Surveyor for the Township for approximately 20 years. The township is one of the largest in land area in the entire state encompassing approximately 96 square miles but having a population of 1788. Our services include civil engineering and land surveying to assist in various municipal projects such as road way improvements, building construction, environmental assessments and consultation, land planning and tax map maintenance. We also have provided support in NJDEP permitting, Pinelands permitting, Storm water management plans, Land development Board studies and reviews and preparation of plans and specifications for capital projects.

#### **Township of Nutley - Digital Mapping System, Essex County, NJ**

One of the major undertakings for the townships re-evaluation process was to take old hand drawn mapping information and create a new digitally compiled mapping system that is based on the New Jersey aerial digital ortho-photography. An overall parcelization plan was prepared using existing tax maps and other available plan information. This overall parcelization plan was then tied into the NJ state plane coordinate system and rectified to the aerial photography. New digitally prepared tax maps were prepared and approved by the State of New Jersey. This overall mapping base is now used for many land planning exercises. Other duties include boundary and topographic surveys. Subdivision preparation and review of subdivision submissions, deed description reviews and preparation.



# Beth-Ann M. Grasso, PE, CME, CFM

## Traffic/Transportation

### EDUCATION

MS, Civil Engineering; Drexel University (2000)

BS, Civil Engineering; Drexel University (1996)

AS, Mathematics; Atlantic Community College (1992)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ (#24GE04312100, exp. 4-30-20)

Professional Engineer: DE, PA

### CERTIFICATIONS

Certified Municipal Engineer, NJ  
Municipal Engineering Institute (#0612, 2006, no exp.)

Certified Floodplain Manager, ASFP (US-14-08028, exp. 1-31-19)

### TRAINING

NJDEP Advanced HEC-RAS (2015, no exp.)

NJDEP, HEC-RAS Bridge & Culverts (2001, no exp.)

NJDEP Stormwater Management Rule and BMP Manual Training, Rutgers University (2006, no exp.)

NJDEP Sewer Extensions- Treatment Works Approvals, Rutgers University (2007, no exp.)

NJDEP Flood Hazard Area Training, Rutgers University (2013, no exp.)

NJDOT-Design of ADA Curb Ramps, Rutgers University (2013, no exp.)

### EXPERIENCE SUMMARY

Ms. Grasso has more than 20 years of experience in project management for roadway and signal projects, as well as residential, industrial and commercial land development projects, covering all aspects of design from initial planning and project layout to final detailed design and construction services. Ms. Grasso serves as a Senior Engineer in our Haddon Heights, NJ office and has also served as a Civil/Site Division Manager. Her areas of expertise include design of LEED's compliant facilities, stormwater management design consisting of stormwater management systems providing both stormwater quality treatment and quantity control, flood plain studies, wastewater collection and conveyance systems, and water distribution system design. She also has experience in the preparation of permit applications to the NJDOT, SJTA, NJTA, Pinelands Commission and the New Jersey Department of Environmental Protection (NJDEP) and has provided testimony before multiple Planning and Zoning Boards.

### REPRESENTATIVE PROJECTS

#### **Washington Township – Review of Traffic Impact Studies, Gloucester County, NJ**

Planning Board Traffic Engineer - Responsible for review of traffic impact studies and site plans with respect to vehicular and pedestrian access and circulation. Review of Aldi supermarket, Dunkin Donuts, multiple car dealerships as well as strip malls, mini markets and other commercial and private use was required.

#### **Delran Township – Review of Traffic Impact Studies, Burlington County, NJ**

Zoning Board Traffic Engineer - Responsible for review of traffic impact studies and site plans with respect to vehicular and pedestrian access and circulation.

#### **Union County - Traffic Study for the Union County Complex Elizabethtown Plaza, Elizabeth, NJ**

Project Manager – Responsible for Local Transportation Planning Assistance to County of Union for the County Government Plaza in the Midtown Elizabeth Area, which is the central business district. The study associated with the new parking facility included recommendations to signalize the West Jersey Street/Union and Elizabethtown intersection and recommended signal and geometric changes at the intersection of Rahway Avenue and

Elizabethtown Plaza and at the intersection of Rahway Avenue and Cherry Street. The purpose of the study was to further assess the impacts of the traffic associated with new and existing parking facilities on and around Elizabethtown Plaza, provide design solutions to improve traffic circulation, and improve pedestrian safety at the two primary intersections. The scope of work for this assignment consisted of engineering services including the collection and summary of traffic data; the analysis and evaluation of existing and future traffic conditions; the identification of deficiencies; and the development of mitigation recommendations ultimately assembled in the form of a traffic report. The scope of work also included an element of context sensitive design and as such, also included public involvement.

#### **Jersey City - Federal Aid Project for 48 Summit Avenue Intersection Improvements, Jersey City, Hudson County, NJ**

The Summit Avenue Intersection Improvements from the Union City Line to Grand Street, Project No. 11-022, in the City of Jersey City is a FY 2011 NJTPA Local Safety program and the High Risk Rural Roads Program project. Safety improvements were designed for 22 signalized intersections and 26 non-signalized intersections in the 3.5-mile-long urban corridor. The safety improvements include but not limited to the following: replacement of existing curb and sidewalk, including handicapped curb ramps with cast in place detectable warning surface, the replacement of existing signal heads, push buttons, signs, and pavement markings. And have an estimated construction cost of \$1.7 million. As part of the intersection improvements pedestrian countdown heads and new push buttons were provided throughout the intersections. Where handicap ramps did not exist, they were provided and where they do not meet ADA requirements they were upgraded. ADAAG upgrades were needed including the construction of an accessible pedestrian path, new handicap ramps and installation of detectable warning surfaces. Stormwater management improvements were necessary, in compliance with NJDEP and NJDOT regulations.





# Olga Y. Garcia, PE, CME

## Site/Civil

### EDUCATION

MS, Civil Engineering; New Jersey  
Institute of Technology, (2005)

BS, Civil Engineering; New Jersey  
Institute of Technology, (2004)

AS, Liberal Arts/Engineering Science  
Passaic County Community College  
(2001)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ  
(#24GE04935700, exp. 4-30-20)

### CERTIFICATIONS/TRAINING

Certified Municipal Engineer: NJ  
(#2015011, no exp.)

### PROFESSIONAL AFFILIATIONS

NJ Society of Municipal Engineers,  
Executive Committee Member

American Society of Civil Engineers

### EXPERIENCE SUMMARY

Ms. Garcia serves as a Senior Engineer in the Site/Design Division. She has joined Pennoni after serving for nearly four years as the Municipal Engineer for the City of Passaic. As Municipal Engineer, she managed the design and construction of local roadway reconstruction and resurfacing projects; managed the construction administration and grant administration of millions of dollars for various park improvement projects. She reviewed development applications, provided review comments to Planning and Zoning Boards, and conducted inspections on active development projects. She prepared plans and specifications for City construction projects such as roadways, drainage systems, and athletic sports lighting fields and managed the construction. She managed outside consultants and coordinated with State & County agencies with respect to construction performed within the City.

She managed the City's engineering department and provided engineering services to the various departments, boards and agencies which included, approval or right-of-way construction permits; review of construction permits in the designated flood hazard area; revisions of City maps, and traffic calming requests.

She has 15 years of experience as a transportation engineer in the areas of roadway reconstruction design including grading and drainage and construction administration for NJDOT & FHWA projects. Ms. Garcia has extensive experience in Municipal Engineering Services, including municipal grant management, municipal finance and procurement procedures. Her knowledge also includes traffic signal optimization, and Intelligent Transportation Systems Design implementation. Currently, Ms. Garcia serves as the appointed Planning Board Engineer in the Township of Hillside. Ms. Garcia is an Executive Committee Member of the New Jersey Society of Municipal Engineers. She is also fluent in Spanish.

### REPRESENTATIVE PROJECTS

#### **City of East Orange – Site Plan Reviews, East Orange, Essex County, NJ**

Senior Engineer - Review of site plan and subdivision projects for zoning and planning board compliance.

#### **Nutley Township – Site Plan Reviews, Nutley, Essex County, NJ**

Senior Engineer - Engineering review for various site development projects within the Township of Nutley.

#### **Hillside Township - Planning Board, Hillside, Union County, NJ**

Planning Board Engineer - Serves as Planning Board Engineer for the township. Attends Planning Board meetings and provides engineering review and inspection for various site development projects within the Township of Hillside.

#### **Sanitary Sewer Emergencies – Various Locations, Passaic, NJ**

City Engineer - Managing/coordination with contractors and design consultants; Supervising inspectors, review contractor's payment request, issue revised plans and change orders.

#### **City of Newark - Newark Downtown District Streetscape Essex County, NJ (4/07 – 12/07)**

Project Engineer – Responsible for production of Utility Plans from Asbuilt, survey and test pit data. Created base mapping and utility plans from survey data, utility records and test pits. Provided cost estimates for preliminary design and Final design. Field work which included photography, visual inspection of roadway asphalt pavement, curb, sidewalk conditions and traffic needs to the streets enclosed within the Newark Downtown District. Designed new sidewalks and curbing, handicap ramp at intersections, new NDD lighting system using current IES standards. Reviewed shop drawing and photometric for the NDD lighting system. Prepared project specifications and bid documents, coordination of meeting among parties involved, processed invoices following NJDOT guidelines.





# Frederick A. Brinker, PE

## Geotechnical

### EDUCATION

MS, Civil Engineering; Drexel University (1989)

BS, Civil Engineering; Drexel University (1985)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ (#24GE04547600, exp. 4-30-20)

Professional Engineer: GA, NY, OH, PA, WI

### CERTIFICATIONS/TRAININGS

Competent Person/Excavation Safety, OSHA (#12290, 1994, no exp.)

10-Hr., Construction Safety and Health, OSHA (1995, no exp.)

30-Hr., Construction Safety and Health, OSHA (#14600540504, 2015, no exp.)

Confined Space Entry Procedure, Black & Veatch Corp (#122290, 1996, no exp.)

40-Hr., Hazardous Waste Site Worker, OSHA (1990, no exp.)

8-Hr., Hazardous Waste Site Supervisor, OSHA (#12290, 1991, no exp.)

Construction Safety and Health Program Administrator, Black & Veatch (#12290, 1996, no exp.)

Project Management I, Pennoni (2015, no exp.)

### PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

Pile Driving Contractors Association

International Assoc. of Foundation Drilling

Delaware Valley Geo-Institute

International Society of Soils/Foundation Engineer

Engineers Club of Philadelphia

Deep Foundations Institute National Meeting; Committee Member/Session Chair, Conference Technical Paper Reviewer, Corporate Member

### EXPERIENCE SUMMARY

Mr. Brinker serves as Division Manager in the Inspection and Testing division. He has nearly 35 years of experience in civil engineering with specialized expertise in geotechnical and geo-environmental engineering. As the Geotechnical Engineering Division Manager at Pennoni, he is responsible for division staff management, business development, proposal preparation and reviews, technical direction and review of geotechnical reports/engineering calculations, contract reviews, financial performance, and technical mentoring/guidance of division personnel.

### REPRESENTATIVE PROJECTS

#### **New Jersey Carpenters Fund - New Apprentice Training Center, Edison, NJ**

Geotechnical Project Manager - Planned and directed all aspects of a comprehensive geotechnical evaluation for a 50,000-sf, two-story training center and a 25,000-sf, four-story parking garage. Geotechnical services included a field study with 20-test borings and 12-cone penetration tests, laboratory testing of soils for engineering design parameters, preparation of the geotechnical engineering report, review and preparation of specifications for foundations, and earthwork. The geotechnical report included ground improvement recommendations, specifically Rammed Aggregate Piers relative to shallow foundations for the support of the proposed structures.

#### **Liberty Property Trust - New Waterfront Development, Camden, NJ**

Geotechnical Project Manager - Planned and directed all aspects of a comprehensive geotechnical evaluation for a series of high-rise and low-rise office and retail buildings along the Camden Waterfront. Geotechnical services included a field study with over 100 test borings, laboratory testing of soils for engineering design parameters, preparation of the geotechnical engineering report, review and preparation of specifications for foundations, and earthwork. The geotechnical report included recommendations for deep foundations (steel/concrete pipe piles) for the support of the proposed structure. This site was extremely difficult from an investigation and foundation design perspective as the area is underlain by historical fills and demolition debris, with soft organic silts and environmental contamination.

#### **HOLTEC International - Technology Campus, Camden, NJ**

Geotechnical Project Manager - Responsible for planning and directing all aspects of a comprehensive geotechnical evaluation for this new development that included a manufacturing building, hotel, warehouse and ancillary buildings on a 150-acre waterfront site in Camden, NJ. The recommended foundation system for this project is a driven concrete filled pipe pile with a design capacity of 200 tons. Geotechnical services included a field study with over 100 test borings, laboratory testing of soils for engineering design parameters, preparation of the geotechnical engineering report, review and preparation of specifications for foundations, earthwork, and load testing of the foundations. Pennoni was also retained to provide construction phase observations of the foundation load testing and production pile driving operations. To date over 4,000 piles have been installed at this site.

#### **One Theater Square - Crane Mat Evaluation, Newark, NJ**

Geotechnical Project Manager - Planned and directed all aspects of a large crane pad evaluation. Our analysis included an assessment of existing subsurface conditions, settlement analysis of the proposed crane lifts under various configurations, and recommendations for matting and subgrade support of the crane to reduce settlements and stabilize the equipment.



# Robert Mellohusky, PE

## MEP

### EDUCATION

BSME, Mechanical Engineering; Rutgers University (1983)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ  
(#24GE03440100, exp. 4-30-20)

Professional Engineer: PA, NH, NC

### CERTIFICATIONS/TRAININGS

Project Management, Pennoni (2015, no exp.)

10-Hr. Construction Health & Safety (2015, no exp.)

### PROFESSIONAL AFFILIATIONS

American Society of Heating,  
Refrigerating and Air Conditioning  
Engineers

Rutgers Univ. School of Engineering  
MAE Industrial Advisory Board, Charter  
Member

### HONORS/AWARDS

American Council of Engineering  
Companies, NJ "Distinguished Award"  
(2010 & 2014)

### EXPERIENCE SUMMARY

Mr. Mellohusky serves as a Division Manager in the MEP division of our Haddon Heights, NJ office. His experience and background in mechanical engineering has focused on HVAC and Utility system design for a broad range of facilities and applications. He has performed and managed the HVAC and MEP design engineering for major facilities, new and existing, throughout all phases of engineering – preliminary through construction.

Mr. Mellohusky's project experience includes HVAC design for commercial, industrial, healthcare, pharmaceutical, educational, criminal justice, and government/military facilities. In addition, he has designed HVAC systems employing "green" technologies for both LEED and non-LEED facilities. He has considerable knowledge of HVAC/mechanical design codes and standards and their application. In addition, he has demonstrated skills in both engineering and construction supervision and has extensive field engineering experience.

### REPRESENTATIVE PROJECTS

#### **Township of Riverside - Town Hall Renovations, Riverside, NJ**

Project Manager/Lead HVAC engineer - Responsible for MEP design for the renovation of the Riverside Town Hall housing the Courtroom and Police Department. The two-story building totaled an overall area of 4,000 square feet. The design effort included: Field survey of existing MEP systems and utilities, Replacement of the HVAC systems serving the Courtroom and Police Department, Ductwork modifications, Electrical service relocations and upgrades including data, telephone, and fire alarm systems, lighting fixture replacement, Toilet room renovations to meet current ADA requirements

#### **Cape May County/Gibson-Tarquini Architects – Needs Assessment/Superior Courthouse, Cape May Court House, NJ (2015)**

Project Manager/Lead Mechanical Engineer – Responsible for needs assessment for the fit out and reconfiguration of the existing third floor of the County's Superior Courthouse. The on-site evaluation involved visual observations of building conditions which included: An analysis of the building structure to ensure it can accommodate the increased loads of the fit out and reconfiguration of the existing third floor, Review of the existing HVAC systems to determine upgrades or modifications to support and serve the proposed configured spaces, Replacement of the existing diesel emergency generator with a natural gas-fired unit and provided preliminary resizing to include existing and new essential functions, Preparation of a report of our findings and recommendations, including an order of magnitude (Class 5) cost estimates for recommendations and improvements.

#### **Mt Laurel Schools (Springville, Hartford, and Harrington Schools) – HVAC Design, Mt. Laurel, NJ**

Lead HVAC Engineer - Responsible for the design of HVAC systems for the new Springville Elementary School (80,000 square feet), Harrington Middle School (23,000 square feet of additions and 10,000 square feet of renovations) and Hartford School (6,000 square foot addition). HVAC systems included: water-cooled chillers, cooling towers, gas-fired boilers, variable speed pumping systems, chilled and hot water piping distribution, duct design and layout, air handling units, air-to-air energy recovery units, kitchen/cafeteria HVAC design, and HVAC control systems.

#### **Deptford Schools - Deptford High, Monongahela, and Central Schools, Deptford, NJ**

Lead HVAC Engineer - Responsible for the design of HVAC systems for the new Central Early Childhood Center School (~ 80,000 square feet), Deptford High School (~ 20,000 square feet of additions and 10,000 square feet of renovations) and Monongahela Middle School (~ 10,000 square foot renovation). HVAC systems included: gas-fired boilers, hot water pumping systems, hot water piping distribution, duct design and layout, air handling and terminal units, and HVAC control systems.



# Michael A. Padula, CWI, PE

## Inspection and Testing

### EDUCATION

BS, Civil Engineering, Minor in Engineering Science/Mechanics  
Pennsylvania State University (2002)

MS, Civil Engineering Structural Focus; Villanova University (2008)

### PROFESSIONAL REGISTRATIONS

Professional Engineer, NJ  
(#24GE05023800, exp. 4-30-20)

Professional Engineer, PA (#075380, exp. 9-30-19)

### CERTIFICATIONS/TRAINING

Concrete Strength Testing Technician, ACI (exp. 8-12-22)

Adhesive Anchor Installer, ACI (exp. 3-4-20)

Concrete Field Testing Technician Grade 1, ACI (exp. 3-19-21)

Adhesive Anchor Installation Inspector, ACI (exp. 10-27-21)

Concrete Laboratory Testing Technician Level 1, ACI (3-25-22)

Aggregate Testing Technician Level 1, ACI (3-25-22)

Concrete Flatwork Technician, ACI (exp. 6-17-22)

Special Inspector, Concrete Placement, Reinforced Concrete, Precast Concrete, Structural Masonry and Spray Applied Fire Proofing, NJDCA-UCC (#010792, exp. 7-31-19)

Level 1 Bonded PT Specialist, PTI (#00118761, exp. 4-24-19)

30-Hr. Construction Safety and Health, OSHA (2016, no exp.)

Structural Steel Bolting, SSTC (2016, no exp.)

Certified Welding Inspector, AWS (#16090591, exp. 9-1-19)

### PROFESSIONAL AFFILIATIONS

American Concrete Institute, Director of Certifications for Eastern Pennsylvania/Delaware Chapters

### EXPERIENCE SUMMARY

Mr. Padula serves as Division Manager for the Inspection and Testing Technology Division of our Haddon Heights office and the Bethlehem Laboratory. He has more than 15 years of experience in structural engineering and construction. His experience includes materials testing and inspection for subgrades, deep and shallow foundations, concrete, masonry, structural steel structures and bituminous paving. His project involvement has included structural analysis/design and detailing, structural evaluations and troubleshooting, material testing and inspection and report writing.

### REPRESENTATIVE PROJECTS

#### Commodore Barry Bridge Assessment, Logan Township, NJ

Project Manager – Responsible for the coordination of high-speed ground penetrating radar scanning and high-resolution imaging for the approach spans, main spans, and exit ramps of the Commodore Barry Bridge and the Route 130 overpass. Also responsible for the coring and sampling of selected locations of bridge deck and the associated laboratory testing. Laboratory testing included compression, petrography, air voids, water soluble chloride ion, and freeze/thaw. Laboratory test results were presented to the Delaware River Port Authority in a formal letter report.

#### Liberty Property - American Water Building, Camden, NJ

Project Manager – Responsible for the code required special inspections and construction materials testing services related to auger cast piles, reinforced concrete, earthwork, structural steel, and spray applied fireproofing for a five-story office building. Duties also included reviewing and co-signing daily field reports, performing supervisory visits to the site and attending pre-construction meetings.

#### Princeton University - Lewis Center for the Arts, Princeton, NJ

Project Manager – Responsible for the code required special inspections and construction materials testing services related to concrete, earthwork, structural steel and structural masonry, post tensioned concrete, reinforced concrete and spray applied fireproofing for a new multiphase construction project located on the campus of Princeton University. Duties also included reviewing and co-signing daily field reports, performing supervisory visits to the site and attending pre-construction meetings.

#### Kennedy Hospital - Hospital Parking Garage/MOB, Cherry Hill, NJ

Project Manager – Responsible for the code required special inspections and construction materials testing services related to concrete, earthwork, precast concrete, structural steel and spray applied fire proofing for a new seven-story precast parking garage and five-story structural steel framed medical office building addition located at Kennedy Hospital. Duties also included reviewing and co-signing daily field reports, performing supervisory visits to the site and attending pre-construction meetings.

#### The Michaels Organization - East Village Student Housing, Glassboro, NJ

Project Manager – Responsible for the code required special inspections and construction materials testing services related to concrete, earthwork and structural steel for a new seven-story and four-story cast-in-place concrete student housing building located on Rowan University's campus. Duties also included reviewing and co-signing daily field reports, performing supervisory visits to the site and attending pre-construction meetings.





# Richard D. Roberts, PE, SECB

## Structural

### EDUCATION

BS, Civil Engineering, Drexel University (1984)

BA, Liberal Arts with Architecture (Minor), Virginia Polytechnic Institute and State University (1977)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ (#024GE03608300, exp. 4-30-20)

Professional Engineer: CT, DC, DE, FL, IA, MA, MD, NH, NY, OH, PA, TN, TX, VA

SECB (#24920708, exp. 3-31-21)

### CERTIFICATIONS/TRAININGS

NCEES (#34971, no exp.)

Project Management, Pennoni (2015, no exp.)

### PROFESSIONAL AFFILIATIONS

Construction Management Advisory Council, Executive and Curriculum Committees

Pennsylvania Uniform Construction Code Review and Advisory Council – former member representing structural engineering in Pennsylvania

American Concrete Institute

American Institute of Steel Construction

American Society of Civil Engineers/ Co-Chairman, Structures Congress 2000 Steering Committee, Concrete Canoe Competition national judge

Carpenters' Company of the City and County of Philadelphia

Delaware Valley Association of Structural Engineers/ Past President

National Council of Structural Engineers Associations

Structural Engineers Association of Pennsylvania/ Founding President

Structural Engineers Association of New York

Structural Engineering Institute

Tau Beta Pi, Chi Epsilon

Post-Tensioning Institute

National Concrete Masonry Association

### EXPERIENCE SUMMARY

Mr. Roberts is Vice President and Chief Structural Engineer at Pennoni Associates. His engineering experience includes strong emphasis in structural design and management for a wide range of commercial, institutional, and industrial projects. He has coordinated design efforts from schematic phase to project completion with architects, owners, consultants and contractors on a variety of projects. His project experience includes high-rise building structure design, deep foundation design, and evaluation and modifications of existing and historic structures.

### EXPERT WITNESS/ TESTIMONY EXPERIENCE

Mr. Roberts has experience serving as an expert witness and providing expert testimony on several cases involving structural concerns. His experience includes legal cases such as the Tropicana Casino Resort Parking Structure collapse in Atlantic City, New Jersey and the Salvation Army collapse in Philadelphia. On these cases, he performed in-depth structural analyses and determination of the cause(s) of the collapses. In the Salvation Army case, Mr. Roberts testified on behalf of the District Attorney in the criminal trial.

### REPRESENTATIVE PROJECTS

#### Claridge Hotel & Casino – Structural Evaluation, Atlantic City, NJ

Structural evaluation of an existing post-tensioned slab on steel frame parking garage and design of repairs.

#### Liberty Hall Corporate Center – Office Building, Union Township, NJ

Structural design of 200,000 SF five-story steel frame office building with an architectural precast facade and an interior 60-foot connector bridge, and a 214,000 SF 720-car precast concrete parking garage.

#### Sands Casino - Modifications, Atlantic City, NJ

Design of structural modifications to an existing hotel tower and parking structure to support flagpoles up to 150 feet high and miscellaneous parapet structures.

#### Trump Taj Mahal Casino - Parking Garage, Atlantic City, NJ

Structural design of a 12 level, 883,000 SF addition to an existing parking structure to accommodate 2,300 cars. The lateral system design, controlled by seismic loads, was accomplished without interior shear walls and provides obstruction free parking.

#### Claridge Hotel and Casino – Parking Garage, Atlantic City, NJ

Structural evaluation of an existing post-tensioned slab on steel frame parking garage and design of repairs.

#### Rancocas Park East - Fire Water Storage Tank, Westhampton, NJ

Design of a 200,000-gallon underground fire water storage tank. The tank was designed using site cast tilt up walls and a two-way flat plate roof to support vehicle parking.

#### United States Coast Guard Detachment Sandy Hook - Repair, Highlands, NJ

Structural evaluation and design of repairs and strengthening of the existing Station Building, Boat Maintenance Facility and Firing Range.

#### Grenloch - Main Station, Grenloch, NJ

Complete structural design of a 13,000 SF fire station complex, including a four-bay fire house building with administrative offices.





# Thomas Leisse, PE, CME

## Water/Wastewater

### EDUCATION

BS, Drexel University, Chemical Engineering (1994)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: NJ  
(#24GE04804900, exp. 4-30-20)

### CERTIFICATIONS/TRAININGS

Certified Municipal Engineer: (#0926, 2009, no exp.)

### PROFESSIONAL AFFILIATIONS

New Jersey Water Environment Association, South Jersey Section

### EXPERIENCE SUMMARY

Mr. Leisse is Pennoni's Senior Engineer specializing in municipal water and sewer design and construction management. He has more than 20 years of experience as lead engineer and project manager and has worked extensively on both large-scale and small-scale projects. Prior to joining Pennoni, Mr. Leisse served for seven years as Project Engineer and Manager of Municipal Services in New Jersey, previously with other consulting firms in New Jersey and Maryland. Mr. Leisse has diverse technical experience concentrated in environmental and mechanical engineering. His responsibilities have included project planning, design and management. He is experienced in equipment and process research and selection, cost estimation, design and discipline coordination, client and vendor contact, performing site evaluations and making recommendations to upgrade equipment systems, providing construction management support in office and on site, and preparing local and state applications for site plan review of water and sanitary extensions.

### REPRESENTATIVE PROJECTS

#### Merchantville Borough – Various Projects, NJ

Municipal Engineer - Responsible for municipal engineering for the Borough including the reconstruction of Gilmore and Cedar Avenues under the NJDOT Municipal Aid program (2015-2016), assessment of building conditions for the Municipal Building and Community Center (2015), flooring abatement (2016) and other improvements for the Community Center.

#### Pennsauken Sewerage Authority – Various Projects, Pennsauken, NJ

Authority Engineer - Mr. Leisse provided Project Management services for the implementation of the Authority's participation on the NJDEP Wastewater Trust Sanitary Sewer Reconstruction Project Program. The projects included pumping station rehabilitation and improvements at multiple locations in the Authority's service area and installation of CIPP lining to rehabilitate thousands of feet of sewer collection mains. Mr. Leisse also assisted with the preparation of the Authority's current rules and regulations manual.

#### Gloucester Township Public Schools/BOE – Various Projects, Blackwood, NJ

Site Engineer - Mr. Leisse's involvement included design and construction management of the installation of a new auxiliary parking lot at the C.W. Lewis School, parking lot replacements at the C. W. Lewis (2013), Blackwood (2015) and Erial Schools (2015). Other projects include the design of upgrades to the gymnasium and cafeteria lighting at the Glen Landing and C.W. Lewis Schools (2016), specification preparation, bidding assistance and construction observation for the asbestos flooring abatement at the Chews Landing School (2015). Mr. Leisse also aided the School Board on the implementation of an emergency and supplementary services contract for miscellaneous construction activities.

#### Gloucester Twp. Municipal Utilities Auth. – Various Projects, Glendora, NJ

Authority Engineer for the GTMUA - Mr. Leisse administers and manages active NJDEP Wastewater Trust Sanitary Sewer Reconstruction Projects including several pumping station upgrade projects, installation of Cast in Place (CIPP) lining to rehabilitate thousands of feet of sewer collection mains, and the procurement of a new sewer vactor truck. Mr. Leisse also assists the Authority with day to day operations and capital projects including coordination and implementation of the Township's Single Stream recycling program, updates to the sewer service collection system map, and coordination of emergency repairs for various collection system components.

Mr. Leisse provides support to the Authority Engineer for the Gloucester Township Municipal Utility Authority. Project involvement includes NJDEP Wastewater Trust Sanitary Sewer Reconstruction Projects. Projects included the installation of Cast in Place Pipe (CIPP) lining to rehabilitate sanitary sewer mains (2014 and 2016), procurement of a stainless-steel dump truck (2014), sewer televising equipment (2015), and a sewer vactor truck (2016). Other projects involved the redirection of the existing Rain Tree force main (2016) and the supply and installation of upgrades to the controls and monitoring system for all pumping stations (2016 - 2017). Mr. Leisse also provided bidding and contract services for annual contracts (pump servicing, emergency generator maintenance, odor control services).



# Ralph Coppola, CIEC

## Industrial Hygiene

### EDUCATION

Columbia High School (1998)

### CERTIFICATIONS

Asbestos Handling: NY (#65397, exp. 5-31-19) (*Corporate License*)

Council-Certified Indoor Environmental Consultant (#1612005, exp. 12-31-18)

Asbestos Building Inspector, Refresher USEPA/AHERA (#50727, exp. 11-2-20)

Asbestos Management Planner, USEPA/AHERA (#50746, exp. 11-2-20)

Asbestos Project Monitor/Air Sampling Technician USEPA (#0302786, exp. 11-1-20)

Asbestos Safety Technician, NJDCA (#01120 exp. 1-31-20)

Asbestos Investigator: NY (#143522, exp. 12-6-18)

Asbestos Safety Technician, Inspector, Management Planner, Project Monitor and Project Designer, NY Dept. of Labor (#0302786, exp. 12-31-18)

Mold Assessor, NY (#00275, exp. 1-31-20)

### TRAININGS

10-Hr Safety Professional, OSHA (2012, no exp.)

NIOSH 582 Equivalent Certification (2003, no exp.)

Project Manager I, Pennoni (2017, no exp.)

### PROFESSIONAL AFFILIATIONS

American Industrial Hygiene Association, Central Jersey

Indoor Air Quality Association

### EXPERIENCE SUMMARY

Mr. Coppola serves as a Project Industrial Hygienist. He has more than 15 years of experience in various aspects of environmental consulting including asbestos, mold, PCBs, and indoor air quality testing. He has an extensive background in managing and performing asbestos building inspections, preparation of asbestos, and mold abatement project design documents and performing inspections and air monitoring on asbestos and mold abatement projects. Mr. Coppola's responsibilities include enforcement of applicable federal, state and local regulations, specification writing, quality control inspections, air sampling and analysis, onsite troubleshooting, technical oversight, project cost control, risk assessment, client relations and report writing.

### REPRESENTATIVE PROJECTS

#### **Glen Rock School District - Asbestos Abatement Technical Specification/Project Design Sub Chapter 8, Glen Rock, NJ**

Industrial Hygienist - Created technical specification documents/drawings for asbestos abatement services, and project monitoring in accordance with NJAC 5:23-8 (Sub Chapter 8) regulations. Coordinated a pre-bid walkthrough with remediation contractors to assist with questions pertaining to the scope of work. The removal project involved the removal of 800 linear feet of pipe insulation, and 700 square feet of glue dots under full containment.

#### **Celgene Corp. - Asbestos Insp./Management Plan, 12 Buildings, Summit, NJ**

Industrial Hygienist - Provided field services along with directing a team of certified asbestos building inspectors to conduct a site wide asbestos identification survey associated with twelve buildings throughout Celgene's corporate complex. Assisted in the development and implementation of a site wide asbestos management plan.

#### **Celgene Corp. - Asbestos Abatement Technical Specs/Project Design, Bldg. A, Summit, NJ**

Industrial Hygienist - Created technical specification documents/drawings for asbestos abatement services, and project monitoring. Coordinated onsite remediation/abatement and monitoring activities with the remediation contractor to meet renovation schedule. Supervised a team of environmental professionals to monitor all remediation activities. The removal project included the removal of window systems containing asbestos/PCB window glazing, and a perimeter wall containing an asbestos containing water vapor.

#### **Allstate Insurance Company – Field Services, New York, NY**

Project Industrial Hygienist - Provide field services such as conducting mold assessments, asbestos testing, and lead testing. Schedule field staff, review reports, manage client relations, and oversee the day to day operations.

#### **AIMCO Properties – New York, NY**

Project Industrial Hygienist - Provide field services such as conducting asbestos investigations and abatement oversight. Schedule field staff, review reports, manage client relations, and oversee the field staff during projects.

#### **Macy's Corp. – Fulton Street Renovation Abatement, Brooklyn, NY**

Project Industrial Hygienist - Created technical specification documents/drawings for asbestos abatement services, and project monitoring. Coordinated onsite remediation/abatement and monitoring activities with the remediation contractor to meet renovation schedule. Attend weekly progress meetings to assist in scheduling needs.



# Curtis E. Shugars, PE

## Construction Management & Inspection

### EDUCATION

BS, Civil Engineering Technology;  
University of Pittsburgh at Johnstown  
(1977)

### PROFESSIONAL REGISTRATIONS

Professional Engineer: PA (#040746E,  
exp. 9-30-19)

Professional Engineer: NJ  
(#24GE04805000, exp. 4-30-20)

### CERTIFICATIONS

CDS NeXtGen Certified, PennDOT  
(#6M7KQZ, 2005, no exp.)

### TRAINING

OSHA 30-Hour Occupational Safety and  
Health Training Course in Construction  
Safety and Health (3/26/2015)

Project Manager I, Pennoni (2015, no  
exp.)

### PROFESSIONAL AFFILIATIONS

American Society of Highway  
Engineers, Delaware Valley Section,  
Board Member, Past-President

American Society of Civil Engineers

### HONORS/AWARDS

Person of the Year, American Society of  
Highway Engineers, Delaware Valley  
Section (2010)

### EXPERIENCE SUMMARY

Mr. Shugars serves as Associate Vice President. He has over 40 years of construction engineering services experience, including over 12 years with Pennoni. His expertise includes project management; construction management; constructability reviews; CPM schedule analysis; pre-construction coordination; construction administration; QA/QC reviews; project inspection and documentation; claims analysis and dispute resolution. Project experience includes transportation, building and site development.

### REPRESENTATIVE PROJECTS

#### **Cape May County - New Jersey Avenue (CR621) Resurfacing Improvements Project, Wildwood, NJ**

Principal-in-Charge/Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **JMT/PennDOT District 6-0 - SR 0095 (GR3), Philadelphia County, PA**

Principal-in-Charge/Project Manager – Construction Inspection and Documentation Services

#### **PennDOT District 6-0 - SR 0422 (M2A), Stowe, Montgomery/Chester Counties, PA**

Principal-in-Charge/Project Manager – Construction Inspection and Documentation Services

#### **PennDOT District 5-0 - SR 0061 (16S), Muhlenberg Township, Berks County, PA**

Principal-in-Charge/Project Manager – Construction Inspection and Documentation Services

#### **PennDOT District 5-0 - SR 4026 (01B), Mohrsville, Berks County, PA**

Project Manager – Construction Inspection and Documentation Services

#### **PennDOT District 6-0 - SR 0013 (M04), Bristol Borough, Bucks County, PA**

Principal-in-Charge/Project Manager – Construction Inspection and Documentation Services

#### **County of Essex - 8 Intersection Improvements, Essex County, Irvington and Newark, NJ (2015)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Passaic County – Main Avenue Safety Improvements, Passaic, NJ (2015)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Gloucester County - Bridge 4-H-5, Jessup Mill Road over Edwards Run, Gloucester County, NJ (2015)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Gloucester County - Hendrickson Mill Road Structure 4-E-6 over Little Timber Creek, Gloucester County, NJ (2015)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Cape May County - Gerald M. Thornton Way Improvements, Cape May Court House, Cape May County, NJ (2013)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Cape May County - Landis Avenue (CR619), Sea Isle City, Cape May County, NJ (2012)**

Project Manager – Construction Management, Construction Inspection and Documentation Services

#### **Hill International/DRJTBC – Trenton Morrisville Toll Bridge Rehabilitation (2009)**

Project Manager – Construction Inspection and Documentation Services





# License/Certifications



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**State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

**TODD H. HAY**  
328 Swan Court  
Branchburg NJ 08876

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

03/06/2018 TO 04/30/2020  
VALID

**24GE04171500**  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

Signature of Acting Director

**State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE  
Board of Professional Planners

HAS LICENSED

**Drew M. Di Sessa**  
3 RIDGLEY STREET  
HACKETTSTOWN NJ 07840-3451

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Planner

03/20/2018 TO 04/30/2020  
VALID

**24GE03383700**  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

Signature of Acting Director

05/16/2018 TO 05/31/2020  
VALID

**33LI00420100**  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

Signature of Acting Director

**State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

**FRANK J. ROTONDA**  
31 Kiel Avenue  
Kinnelon NJ 07405

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

**State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE  
Board of Professional Planners

HAS LICENSED

**FRANK J. ROTONDA**  
31 Kiel Avenue  
Kinnelon NJ 07405

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Planner

04/23/2018 TO 04/30/2020  
VALID

**24GE03830600**  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

Signature of Acting Director

08/31/2018 TO 05/31/2020  
VALID

**33LI00575600**  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

Signature of Acting Director







Hereby Certifies:  
**CHRISTOPHER R BERIONT**  
as a LICENSED SITE REMEDIATION PROFESSIONAL  
as provided by the  
Site Remediation Reform Act, N.J.S.A. 58:10C-1 et seq.  
License #: 624783 Expires: 6/4/2020



## NEW JERSEY DIVISION OF CONSUMER AFFAIRS

License Information  
Accurate as of June 06, 2019 2:15 PM

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Name: DENNIS S DIPLASIO  
Address: MOORESTOWN NJ  
Professional License Type: Professional-Professional Planner  
License No: 24GS02270670  
License Status: Active  
Status Change Reason:  
Issue Date: 1-1-1993  
Expiration Date: 6-31-2020



### State Of New Jersey New Jersey Office of the Attorney General Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

DENNIS S. DIPLASIO  
114 SO LINCOLN AVENUE  
MOORESTOWN NJ 08057-1527

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Land Surveyor

04/01/2018 TO 04/30/2020  
VALID  
Signature of Licensee/Registrant/Certificate Holder  
24GS02830700  
LICENSE REGISTRATION CERTIFICATION #  
ACTING DIRECTOR

### State Of New Jersey New Jersey Office of the Attorney General Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

BETH-ANN M. GRASSO  
1353 MAYS LANDING ROAD  
HAMMONTON NJ 08037-9135

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/25/2018 TO 04/30/2020  
VALID  
Signature of Licensee/Registrant/Certificate Holder  
24GE04312100  
LICENSE REGISTRATION CERTIFICATION #  
ACTING DIRECTOR

### State Of New Jersey New Jersey Office of the Attorney General Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

Frederick A. Brinker  
6186 German Road  
Pipersville PA 18947

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/05/2018 TO 04/30/2020  
VALID  
Signature of Licensee/Registrant/Certificate Holder  
24GE04547600  
LICENSE REGISTRATION CERTIFICATION #  
ACTING DIRECTOR

Borough of Roselle Park | Union County, New Jersey  
Request for Proposals | Borough Engineer

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State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs

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HAS LICENSED

ROBERT MELLOHUSKY  
250 LAWYTON AVENUE  
WOODBURY NJ 08096-5014

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/25/2018 TO 04/30/2020  
VALID  
*Robert Mellohusky*  
Signature of Licensee/Registrant/Certificate Holder

24GE03440100  
LICENSE/REGISTRATION/CERTIFICATION #  
*Sharon M. Jozyn*  
ACTING DIRECTOR

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New Jersey Office of the Attorney General  
Division of Consumer Affairs

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HAS LICENSED

Michael A. Padula  
408 Kristine Court  
Boothwyn PA 19061

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/13/2018 TO 04/30/2020  
VALID  
*Michael A. Padula*  
Signature of Licensee/Registrant/Certificate Holder

24GE05023800  
LICENSE/REGISTRATION/CERTIFICATION #  
*Sharon M. Jozyn*  
ACTING DIRECTOR

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HAS LICENSED

JOHN W. COLAGRANDE JR  
24 Commerce Street  
Suite 300  
Newark NJ 07102

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/25/2018 TO 04/30/2020  
VALID  
*John W. Colagrande Jr*  
Signature of Licensee/Registrant/Certificate Holder

24GE04318500  
LICENSE/REGISTRATION/CERTIFICATION #  
*Sharon M. Jozyn*  
ACTING DIRECTOR

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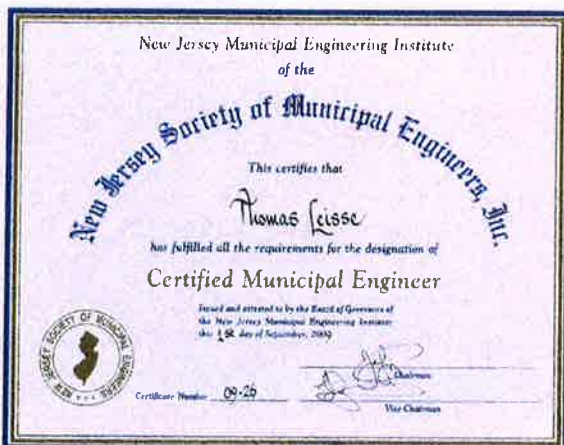
HAS LICENSED

Thomas Leisse  
115 Garfield Avenue  
Cherry Hill NJ 08002

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

03/30/2018 TO 04/30/2020  
VALID  
*Thomas Leisse*  
Signature of Licensee/Registrant/Certificate Holder

24GE04804900  
LICENSE/REGISTRATION/CERTIFICATION #  
*Sharon M. Jozyn*  
ACTING DIRECTOR



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New Jersey Office of the Attorney General  
Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE  
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

RICHARD D. ROBERTS  
1900 Market Street  
Suite 300  
Philadelphia PA 19103

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/23/2018 TO 04/30/2020  
VALID  
*Richard D. Roberts*  
Signature of Licensee/Registrant/Certificate Holder

24GE03608300  
LICENSE/REGISTRATION/CERTIFICATION #  
*Sharon M. Jozyn*  
ACTING DIRECTOR





Richard Roberts  
Pennoni Associates Inc.  
20 Big Woods Drive  
Glen Mills, PA 19342

September 10, 2018

Dear Richard,

Congratulations! The Structural Engineering Certification Board is pleased to inform you that your application for recertification has been approved.

In accordance with the new SECB recertification structure, your recertification is hereby granted for a period of 2 years and 7 months. Your certification will expire on March 31, 2021, and you will be able to renew 60 days prior to that date. Maintenance of certification requires you to complete and record 45 Professional Development Hours and update your engagement record before March 31, 2021. Please note that your next annual payment will be due on March 31, 2019. You can submit renewals, manage your account information, and make payments using our new dashboard at [certification.secb.org](http://certification.secb.org).

We congratulate you on your accomplishment. Thank you for your support for SECB, and please do not hesitate to contact us at 616-760-7322 or [office@secb.org](mailto:office@secb.org) if you have any questions.

Sincerely,

Julie Ulinehan, PE, SECB, FSE, FASCE, CEng, FICE  
Vice Chair of the Board  
SECB



SECB has been approved by the New Jersey Office of the Attorney General, Division of Consumer Affairs.

**State Of New Jersey  
New Jersey Office of the Attorney General  
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE  
**Board of Prof. Engineers & Land Surveyors**

HAS LICENSED

Curtis E. Shugars  
26 Annette Drive  
Ryersford PA 19468

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Engineer

04/02/2018 TO 04/30/2020  
VALID

24GE04805000  
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registration/Certificate Holder

ACTING DIRECTOR

## SECTION 2

### PROJECT EXPERIENCE & REFERENCES





**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**2. References and record of success of same or similar service:**

Dr. Joseph Scarpelli, Mayor, Department of Public Works, Township of Nutley

One Kennedy Drive, Nutley DPW

Nutley, NJ 07110

Phone-973-284-4958/Fax 973-284-4995

Chris Coke, Director of Public Works, City of East Orange

44 City Hall Plaza

East Orange, NJ 07019

Phone: 973-266-5439/ Fax: 973-672-9429

Marty Mayes, Director of Development, The City of Orange Township

26 North Day Street

Orange, NJ 07050

Phone: 973-266-4000

Oren K. Dabney, Sr., Director of Public Works and Urban Development, City of Plainfield

515 Watchung Avenue

Plainfield, NJ 07060

Phone: 908-753-3375

Email: ok.dabneysr@plainfieldnj.gov

Additional references and Pennoni project information can be found on the following pages in this submission.

# Municipal Engineer Plainfield, NJ



PENNONI SERVES AS THE APPOINTED CITY ENGINEER FOR THE CITY OF PLAINFIELD, NJ WITH A POPULATION OF MORE THAN 49,000 RESIDENTS.

**City of Plainfield**  
515 Watchung Avenue  
Plainfield, NJ 07060

**Contact**  
Adrian Mapp,  
Mayor  
908-753-3310

**Dates of Service**  
Ongoing since 2015

The City of Plainfield consists of a population of more than 49,000 residents and is located in Union County, NJ. Pennoni serves as appointed City Engineer under the Director of Public Works and Engineering. Pennoni personnel have established office hours for consultations with local residents and administrative staff.

Responsibilities include: estimating capital improvement projects and making recommendations to the City where requested, reviewing street opening applications, inspecting construction, design and construction oversight of capital improvement projects including parks and recreation, and NJDEP reporting of the City's Stormwater Management program



# Cranford Twp. FEMA Mitigation Grant

## Cranford Township, NJ



PENNONI HELPED REBUILD 14 HOMES DAMAGED BY MULTIPLE STORMS AND HURRICANES. HOMES ARE ELEVATED ABOVE FLOOD LINE TO PREVENT POTENTIAL FUTURE DAMAGE.

**Cranford Township, NJ**  
8 Springfield Ave  
Cranford, NJ 07016

#### **Contact**

Rich Belluscio  
Cranford Twp. Zoning and  
Building Officer  
908-709-7355

#### **Dates of Service**

12/2013 to 12/2015

Pennoni was contracted to elevate 14 homes damaged by multiple storm events, including the most recent storm Hurricane Irene. The damage caused by these multiple storm events resulted in excessive damage to the homes.

The client obtained a FEMA migration grant along the Rahway River to cover 75% of the cost to elevate the 14 private homes above the base flood elevation (BFE). As part of the FEMA grant, elevated homes received reduced flood insurance premiums and elevated homes not damaged by flooding reduced the dollars spent for post storm cleanup.

Our services included surveying, structural, architectural and MEP design. Pennoni also completed construction plans specifications and limited construction management.

The project elevated the 14 existing residential structures and designed additional rooms for the relocation of supporting mechanical systems.

A particular challenge during this project occurred when Super Storm Sandy hit the New Jersey Coast as the design of the homes was being completed.

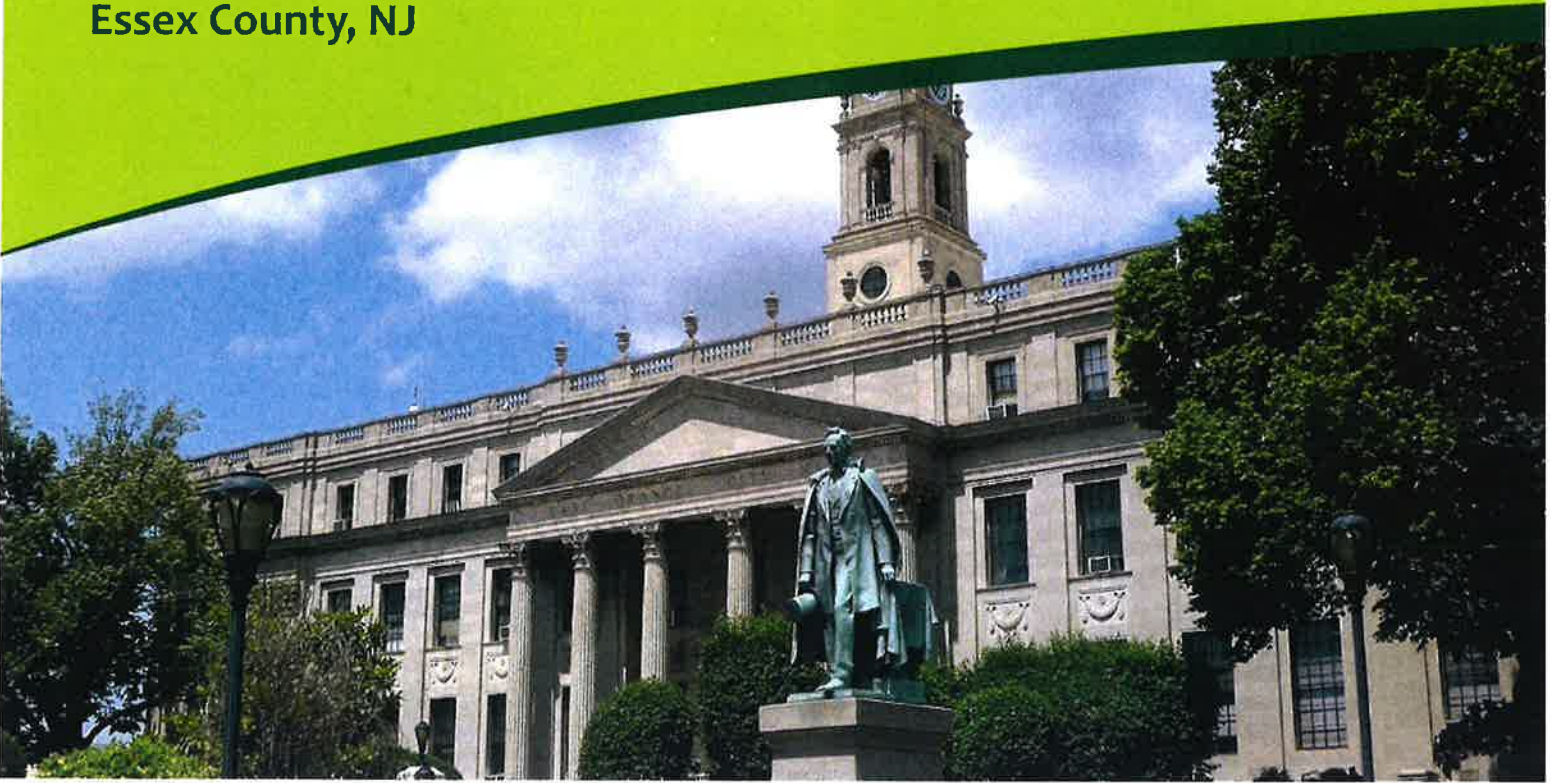
The solution was to elevate the homes four feet above the current FEMA Base Flood Elevation. The BFE was recalculated based on storm surge and flooding depth to ensure houses were protected from the worst case flooding conditions.





# City of East Orange - City Engineer

## Essex County, NJ



PENNONI PROVIDES ENGINEERING SERVICES TO THE CITY OF EAST ORANGE, WHICH CONSISTS OF 3.9 SQUARE MILES WITH MORE THAN 64,000 RESIDENTS, AND MORE THAN 100 MILES OF CITY ROADS.

### East Orange City

44 City Plaza  
East Orange, NJ 07018

### Contact

Chris Coke  
Director of Public Works  
973-266-5330

Completion Date  
Ongoing since 2014

Pennoni provides engineering services for East Orange, Essex County, NJ. The city of East Orange consists of 3.9 square miles, more than 64,000 residents, and more than 100 miles of City roads. Pennoni provides a full list of services, including the following:

- Capital project planning and budget preparation
- Planning & Zoning Board of Adjustments Studies and Reviews and meeting attendance
- Stormwater management planning
- Preparation of grant applications
- Preparation of plans and specifications for capital projects
- Preparation of public bid packages
- Management of public construction projects

Representative projects include the following:

- Streetscapes
- Traffic Signals
- Roadway reconstruction
- Road resurfacing
- Parks and playgrounds
- Stormwater management plans

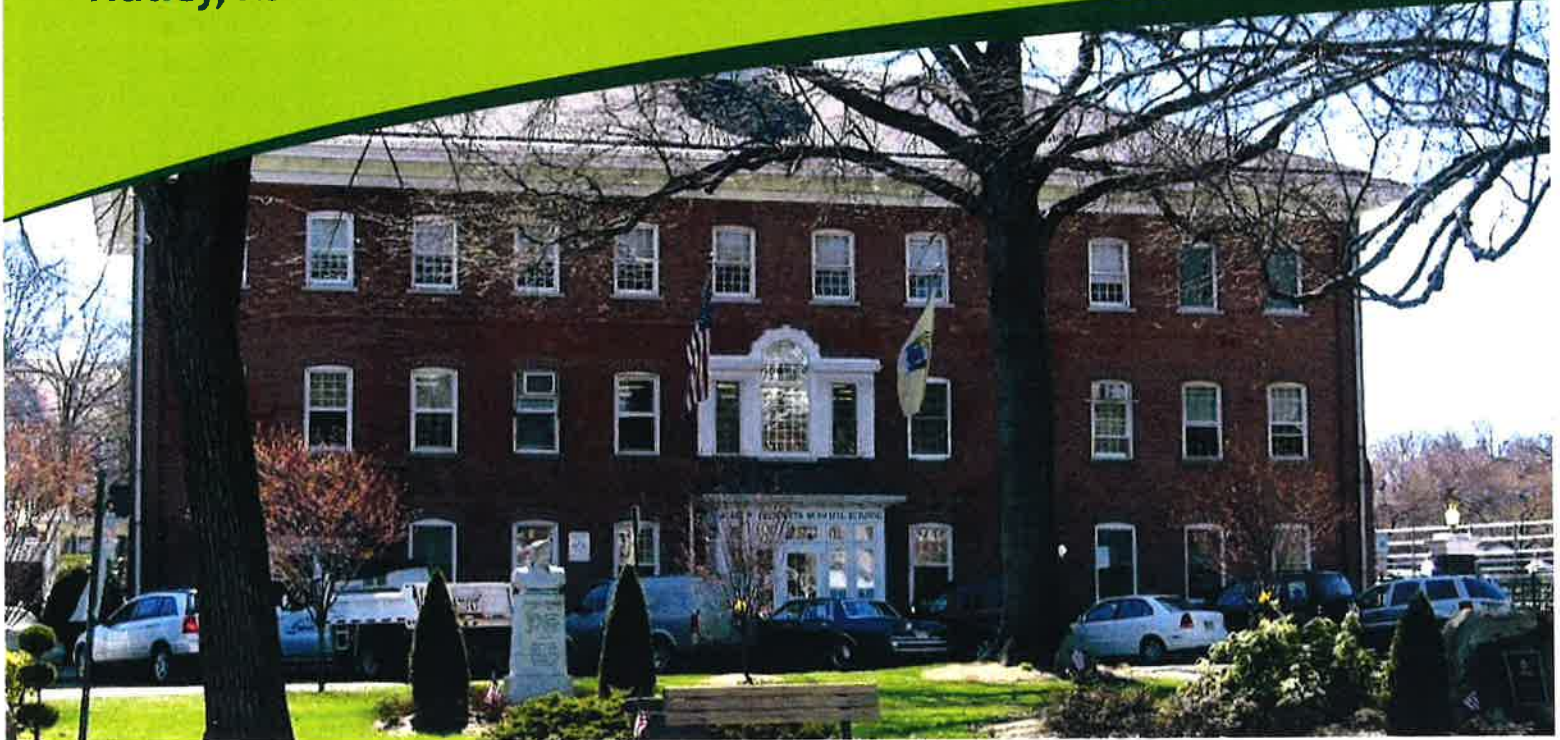
Additionally, Pennoni provides a part-time municipal engineer who assists in the direction of the Office of the City Engineer, with a full-time in-house staff of five.





# Township Engineer

## Nutley, NJ



NUTLEY TOWNSHIP IS 2.7 SQUARE MILES, OVER 29,000 RESIDENTS AND OVER 83 MILES OF TOWNSHIP ROADS.

**Nutley Township**  
1 Kennedy Drive  
Nutley, NJ 07110

#### Contact

Sal Ferraro, CRP  
Engineering Department  
Chief Project Coordinator  
973-284-4958  
[sferraro@nutleynj.org](mailto:sferraro@nutleynj.org)

**Dates of Service**  
Ongoing since 2012

Pennoni provides engineering and inspection services for Nutley Township, Essex County, NJ. Nutley Township is 2.7 square miles, over 29,000 residents and over 83 miles of Township roads. Pennoni provides a full list of services, including, but not limited to the following:

- Capital Project Planning and budget preparation
- Planning board/Zoning Board of Adjustments Studies and Reviews
- Stormwater Management Planning
- Preparation of Grant Applications
- Preparation of Plans and Specifications for Capital Projects
- Preparation of Public Bid Packages
- Management of public construction projects

Representative projects include the following:

- Streetscapes
- Traffic Signals
- Roadway reconstruction
- Road resurfacing
- Gabion Walls
- Underground Storage Tank Management
- Stormwater Management Plans
- Stormwater Pollution Prevention Plans
- Spill Prevention Plans



# Planning and Zoning Board Engineer

## Nutley Township, NJ



PENNONI PROVIDES ENGINEERING SERVICES TO NUTLEY TOWNSHIP AS THEIR PLANNING AND ZONING BOARD ENGINEER.

**Nutley Township**  
1 Kennedy Drive  
Nutley, NJ 07110

#### **Contact**

Sal Ferraro, CRP  
Engineering Department  
Chief Project Coordinator  
973-284-4958  
[sferraro@nutleynj.org](mailto:sferraro@nutleynj.org)

**Dates of Service**  
Ongoing since 2003

Pennoni provides engineering services to the Planning and Zoning Board for Nutley Township, Essex County, NJ.

Nutley Township is 2.7 square miles and over 83 miles of Township roads, serving over 29,000 residents.

Pennoni provides a full list of services, including, but not limited to the following:

- Traffic Engineering
- Building Code reviews and inspections
- Precinct Map preparation
- Escrow reviews and releases
- Public meetings
- Subdivision and Land Development code reviews
- Zoning code reviews
- Road opening permit reviews
- Respond to resident complaints and queries





# 2017 Road Rehabilitation Project Hillside, NJ



PENNONI HAS IMPLEMENTED A MAJOR ROAD REHABILITATION PROGRAM IN THE TOWNSHIP OF HILLSIDE.

**Township of Hillside**  
1409 Liberty Avenue  
Hillside, NJ 07205

**Contact**  
Ray Hamlin,  
Acting Township  
Business Administrator  
973-926-1881

**Completion Date**  
2017

For the Township of Hillside, Pennoni implemented the most far reaching road resurfacing program in the Township history. More than 70 roads were repaved and barrier free crosswalks were installed all throughout the township. These roads had been affected by years of heavy vehicular traffic as the Township lies adjacent to Newark International Airport with busy Highway's Route 22 and 78 running through the municipality. The improvements included profile milling, repaving barrier free crosswalks and new traffic control striping and signage. The project was coordinated with a County wide program to improve pedestrian safety, upgrading crosswalks and pedestrian pathways to be compliant with the Americans With Disabilities Act. Many sanitary sewer manholes and storm inlets were replaced and upgraded with eco-friendly castings to comply with NJ storm water requirements.



# Hillside Fire Department - Fire Truck Garage

## Hillside, NJ



HILLSIDE TOWNSHIP HAD TO RELY ON NEIGHBORING FIRE DEPARTMENTS TO RESPOND TO EMERGENCIES UNTIL A NEW FIRE STATION GARAGE WAS BUILT IN HILLSIDE TOWNSHIP, NJ.

**Hillside Fire Department**  
395 Hollywood Avenue  
Hillside, NJ 07205

#### Contact

Ray Hamlin, Esq.  
Business Administrator  
973-242-4471

[Ray.Hamlin@hunthamlinridley.com](mailto:Ray.Hamlin@hunthamlinridley.com)

**Completion Date**  
2017

Pennoni provided structural and civil engineering services for a new and garage in Hillside, NJ.

The new firehouse is a free-standing, one story, steel structure. The foundation was designed to be a concrete slab on grade adjacent to the live-in firehouse building. The building is comprised of manufactured steel walls and a metal roof. The new garage houses a new ladder truck for the fire department.

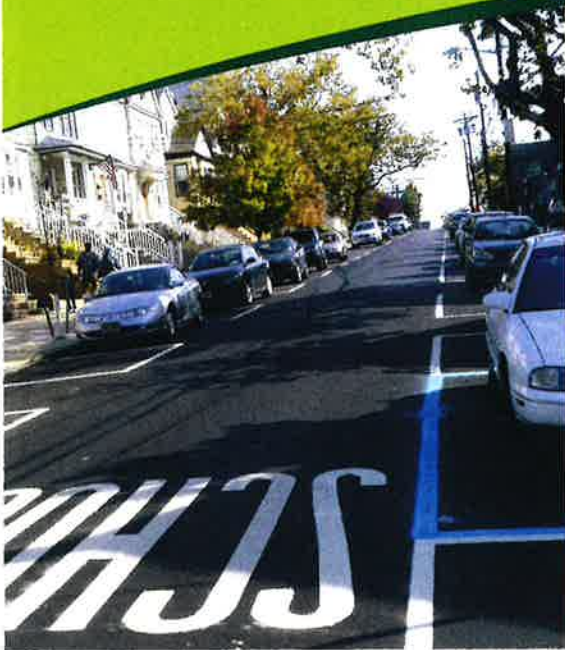
Until recently, the Township had to rely upon neighboring communities to respond to fire emergencies where a ladder-truck was needed.





# ARRA Roadway Improvements

## Bayonne, NJ



PENNONI PROVIDED ENGINEERING SERVICES FOR THE MILLING AND RESURFACING ALONG WITH ADA CURB RAMPS AND STRIPING IMPROVEMENTS.

**City of Bayonne**  
630 Avenue C  
Bayonne, NJ 07002

**Contact**  
Steve Gallo,  
Mayor's Office, Chief of Staff  
201-858-6010

**Completion Date**  
2012

This Pennoni project entailed milling and resurfacing, ADA accessibility curb ramps and striping improvements to over 8,000 LF of municipal roadway. The project funding involved federal ARRA monies. Pennoni was responsible for the design, bid process and construction administration and inspection as well as closeout paperwork.



# Crane Parkway Reconstruction - Cranford Township

## Cranford, NJ



PENNONI PROVIDED ENGINEERING AND LAND SURVEYING SERVICES FOR THE TOWNSHIP'S CAPITAL PROJECT TO RECONSTRUCT CRANE PARKWAY.

**Township of Cranford**  
8 Springfield Avenue  
Cranford, NJ 07016

#### **Contact**

Richard Marsden, PE  
Township Engineer  
908-709-7218

**Completion Date**  
2010

Pennoni was retained by Cranford Township, NJ to provide engineering and land surveying services in conjunction with the Township's capital project for the reconstruction of Crane Parkway. The Township had been experiencing pavement failure due to the age and grading of the roadway.

Pennoni was tasked with providing a base topographic survey of the section of the road to be reconstructed. We then prepared plans and specifications for the construction which included areas of milling and paving as well as areas of full reconstruction. Upon completion of the design phase Pennoni provided bidding assistance and survey layout for construction.





# Former Haddon Heights Sanitary Landfill

## Haddon Heights, NJ



PENNONI WAS RETAINED BY THE BOROUGH OF HADDON HEIGHTS (BOROUGH) TO CONDUCT A PRELIMINARY ASSESSMENT (PA), SITE INVESTIGATION (SI), AND REMEDIAL INVESTIGATION (RI).

**Borough of Haddon Heights**  
625 Station Avenue  
Haddon Heights, NJ 08035

**Completion Date**  
2011

Penncor was retained by the Borough of Haddon Heights (Borough) to conduct a Preliminary Assessment (PA), Site Investigation (SI), and Remedial Investigation (RI) in accordance with the New Jersey Department of Environmental Protection (NJDEP) Technical Requirements for Site Remediation for the Former Haddon Heights Sanitary Landfill (subject property) which is now a Town Park.

of the existing subsurface refuse materials and assess potential impacts to site soil, groundwater, surface water, and surface water sediments. Penncor's SI activities consisted of the advancement of 66 soil borings, the collection and laboratory analysis of 23 soil samples, the installation and sampling of 10 temporary groundwater monitoring points, and the collection and laboratory analysis of 12 surface water samples.

Prior to conducting the PA and SI activities, on behalf of the Borough of Haddon Heights, Penncor submitted an application for Hazardous Discharge Site Remediation Fund (HDSRF) monies to conduct the proposed investigations. The results of the PA activities indicated that site may be impacted by the former landfilling activities. Penncor's SI activities were conducted in accordance with the NJDEP Technical Requirements for Site Remediation to define the limits

The results of Penncor's SI activities indicated that each suspect medium was impacted by the former landfilling operations and that additional investigations to delineate the horizontal and vertical extents of the impacts to each medium were warranted. Penncor installed a total of 12 permanent groundwater monitoring wells in and around the landfill to evaluate groundwater impacts beneath the property. The results of several rounds of groundwater sample analyses



# Former Haddon Heights Sanitary Landfill

## Haddon Heights, NJ

revealed the presence of metals, including arsenic, beryllium, chromium, copper, and lead, at concentrations in excess of the NJDEP Groundwater Quality Standards (GWQS).

Pennoni also completed investigations relative to methane generation, the existing soil cover on the soccer fields, and an evaluation of the stream bank to determine the nature of landfilled materials in this location and to evaluate the presence of acid producing soils which, if present, would have had a direct impact on potential future site development due to riparian zone buffer requirements when acid producing soils are identified. Pennoni prepared and submitted a GP-12 application prior to advancing test pits along the stream bank located along the southern boundary of the landfill.

Based on Pennoni's investigations, contamination in excess of the applicable remediation standards was found in both soil and groundwater at the site. Pennoni opined that the metals exceedances identified in site groundwater were potentially indicative

of natural background conditions, as concentrations in excess of the NJDEP GWQS were observed in upgradient monitoring wells.

Pennoni determined that the presence of methane gas was generally limited to the areas of the landfill where the largest amounts of subsurface waste were identified and the cover soil that is currently in place over the soccer fields on the west side of Devon Avenue did not exhibit concentrations of targeted contaminants in excess of the NJDEP RDCSRS, indicating that the existing cap material is suitable for the existing soccer fields.

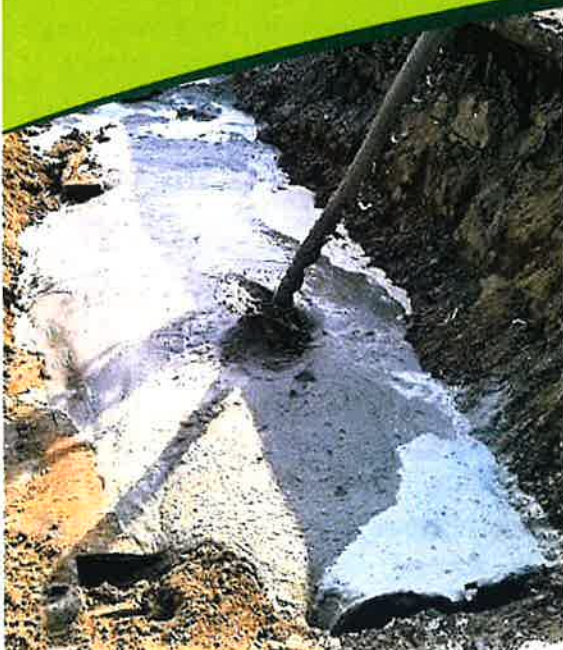
The test pits completed along the North Branch of Little Timber Creek did not reveal the presence of putrescible waste materials. Waste observed was limited to plastics, glass, cans, and minor amounts of construction and demolition debris and acid producing soils are not present along the bank of the North Branch of Little Timber Creek.





# Former Parkade Building - UST Closures

## Camden, NJ



PENNONI DIRECTED THE CLOSURE OF A 4-THOUSAND GALLON LEADED GASOLINE AND 4-THOUSAND GALLON DIESEL UNDERGROUND STORAGE TANKS ON THE SITE OF THE FORMER PARKADE BUILDING IN CAMDEN, NJ.

**Camden Redevelopment Agency**  
520 Market Street, 13th Floor  
Camden, NJ 08103

#### Contact

James Harveson  
Director of Economic Development  
856-757-7600  
[jaharves@ci.camden.nj.us](mailto:jaharves@ci.camden.nj.us)

**Completion Date**  
2011

Pennoni directed the closure of a 4,000-gallon leaded gasoline underground storage tank (UST) and a 4,000-gallon diesel UST that were discovered during the demolition of the Parkade Building in July 2011. The initial UST closure process was slated to involve complete removal. However, upon inspection of the excavation, it was determined that the western sides of the UST's were less than 1-ft. away from the Port Authority Transit Corporation (PATCO) subway tunnel support wall. Instead of removing the UST's and risking a collapse of the PATCO subway tunnel support wall, a decision was made in the field by Pennoni to abandon the UST's in place.

Prior to the abandonment of the UST's, holes were cut along the centerline of each UST to facilitate the collection of the required soil samples. A total of five soil samples were collected from beneath each UST along the centerline. The soil samples collected from beneath the diesel UST were analyzed for non-fractionated

Extractable Petroleum Hydrocarbon (EPH) with naphthalene and 2-methylnaphthalene analyses as contingency parameters. The soil samples collected from beneath the leaded gasoline UST were analyzed for Target Contaminant List volatile organic compounds with a forward library search (TCL VO+10) and lead.

EPH was not reported in the samples collected from beneath the diesel UST at concentrations above the laboratory method detection limit. Targeted contaminants were not reported in the samples collected from beneath the diesel UST at concentrations in excess of the NJDEP Residential Direct Contact Soil Remediation Standards (RDSCRS).

Based on the results of the soil sample analyses, Pennoni issued an Unrestricted Use Area of Concern Response Action Outcome (RAO) for the site.





# Joanne Way Stream Stabilization - Springfield Township

## Springfield, NJ



PENNONI PROVIDED ENGINEERING AND LAND SURVEYING SERVICES FOR THE REPAIR OF EROSION IN A DRAINAGE DITCH RUNNING ALONG JOANNE WAY.

**Township of Springfield**  
100 Mountain Avenue  
Springfield, NJ 07081

#### **Contact**

Sam Mardini  
Assistant Township Engineer  
973-912-2219

**Completion Date**  
2011

Pennoni was retained by the Township of Springfield to provide Engineering and Land Surveying services in conjunction with the Township's capital project for the repair of erosion in a drainage ditch running along Joanne Way.

The Township had been experiencing severe erosion along the ditch which led to lost vegetation and vertical faces along the channel. Loss of soil cover caused exposure of tree roots, producing a lack of support for the trees which makes them vulnerable to fall in high winds. The Township proposes to cut back and stabilize the bank and remove trees as required.

Pennoni provided the following services:

- Topographic survey to establish existing conditions and provide cross sectional information for HEC-RAS

- Wetland presence absence survey and flagging

- Design drawings and details of proposed improvements

- Construction specifications

- Hydrologic and Hydraulic calculations to perform HEC-RAS analysis of existing and proposed conditions

- NJDEP Flood Hazard Area permit application and supporting calculations

- Soil conservation district erosion control plan certification

Upon completion of the design and permitting phase construction administration services were included in the scope.





# Mold Investigation/Safety Assessment - Municipal Court Irvington, NJ



PENNONI CONDUCTED A MOLD INVESTIGATION AND LIMITED SAFETY ASSESSMENT OF THE MUNICIPAL COURT COMPLEX IN IRVINGTON, NJ.

Essex County Municipal Division  
50 West Market Street  
Newark, NJ 07102

**Contact**

Al Restaino  
Municipal Division Manager  
973-776-9332

Completion Date  
12/2012

Pennoni conducted an initial mold investigation and limited safety assessment of the Irvington, NJ Municipal Court Complex in March 2012 in response to potential safety concerns specifically in the court-occupied areas of the building.

The Township Fire and Police Departments are housed in a two-story portion of the cinder-block building with brick façade and a basement. The Court occupies a single-story, slab-on-grade section that adjoins the two-story portion. Behind the main building is an eight-bay township garage that includes a record storage area used by the Municipal Court. A below-grade poured concrete tunnel connects the Police Department basement with the Township Administration Building.

Pennoni's initial investigation entailed a limited visual and safety inspection of interior and exterior components of the building,

collection of surface and air samples for mold identification, and indoor air quality measurements. The investigation followed acceptable Occupational Safety and Health Administration (OSHA) and United States Environmental Protection Agency (USEPA) standards and methodologies and the American Industrial Hygiene Association's IAQ Investigator's Guide, dated 2006.

Laboratory analysis of samples confirmed mold growth that Pennoni observed in many areas, along with elevated airborne mold concentrations. We observed heavy and extensive interior water damage to stored records, walls, ceilings, and floors along with standing water in some places.

In particular, we identified significantly damaged suspect asbestos-containing pipe insulation. We noted many safety issues including fire, electrical, and evacuation



# Mold Investigation/Safety Assessment - Municipal Court Irvington, NJ

hazards and violations, interior and exterior tripping hazards, and lack of first aid kits.

Pennoni presented these findings in a written report to the client and strongly recommended that, specifically due to the breadth and severity of the safety and mold issues noted, employees in the affected areas be relocated until the issues could be adequately resolved. We also offered eight specific recommendations to repair, mitigate, or otherwise restore damaged or dangerous areas and prevent future problems.

At the request of the Court, Pennoni conducted a follow-up re-investigation in December 2012. Following the same guidelines used in the March 2012 initial assessment, Pennoni noted that six of the eight specific recommendations had not been completed and one recommendation had been only partially completed.





# Roadway and Traffic Signal Improvements

## Essex County, NJ



PENNONI ASSISTS ESSEX COUNTY, NJ WITH IMPROVEMENTS TO ROADWAY AND TRAFFIC SIGNALS IN VARIOUS LOCATIONS THROUGHOUT THE COUNTY.

Essex County Department  
of Public Works  
900 Bloomfield Avenue  
Verona, NJ 07044

Contact  
Mr. Sanjeev Varghese  
Professional Engineer  
973-268-6800

Dates of Service  
Ongoing since 2012

Pennoni was responsible for contract administration, construction inspection, materials testing and inspection, and closeout for traffic signal improvements throughout Essex County. Specifically, the signals were located in Belleville, Irvington, West Orange, and Bloomfield.

The projects were County, State, or Federal Aid (and ARRA) funded. Our inspection team had full-time representation during construction and supported the County with documentation necessary for State and Federal closeout.



# Township Engineer

## Springfield Township, Union County, NJ



SPRINGFIELD TOWNSHIP, NJ IS 5.2 SQUARE MILES, OVER 14,500 RESIDENTS AND OVER 51 MILES OF TOWNSHIP ROADS.

Springfield Township  
100 Mountain Avenue  
Springfield, NJ 07081

#### Contact

Ziad A. Shehady  
Township Administrator  
973-912-2206

[ziad.shehady@springfield-nj.us](mailto:ziad.shehady@springfield-nj.us)

#### Dates of Service

2008-2010, 2012  
Ongoing since 2016

Pennoni provides municipal engineering services for Springfield Township, Union County. Springfield Township is a Township of 5.2 square miles, over 14,500 residents and over 51 miles of Township roads.

Pennoni provides a full list of services, including, but not limited to the following:

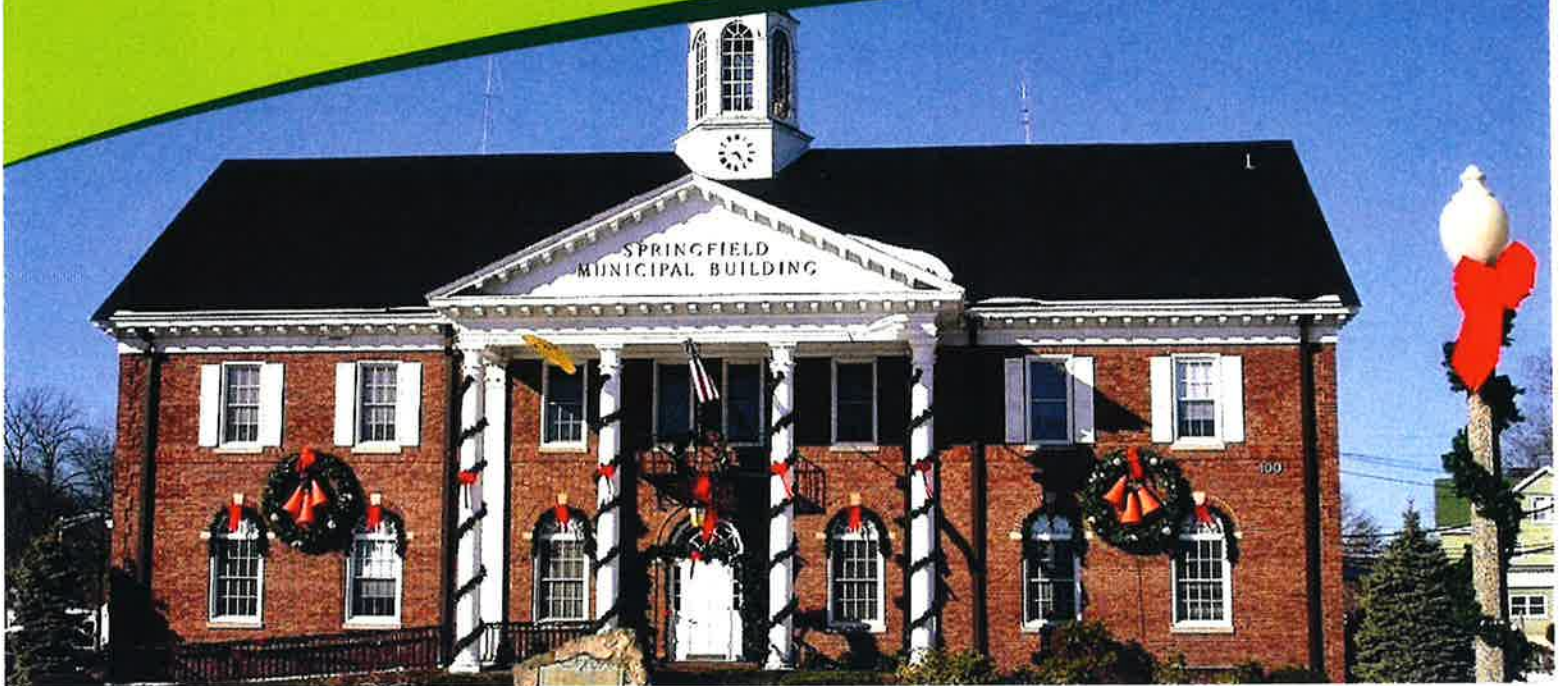
- Public meetings
- Road opening permit reviews
- Construction observation
- Coordination and management of Township staff
- NPDES MS4 permitting
- Capital projects included:
- Parks and Recreation
- Roads
- Stormwater
- Respond to resident complaints and queries
- Traffic Engineering
- Precinct Map preparation





# Zoning Board Engineer and Planner

## Springfield Township, NJ



PENNONI PROVIDED ENGINEERING AND PLANNING SERVICES TO THE ZONING AND PLANNING BOARD IN SPRINGFIELD TOWNSHIP, NJ WHICH HAS OVER 14,500 RESIDENTS IN A 5.2 SQUARE MILE AREA.

**Springfield Township**  
100 Mountain Avenue  
Springfield, NJ 07081

#### Contact

Ziad A. Shehady  
Township Administrator  
973-912-2206

[Ziad.shehady@springfield-nj.us](mailto:Ziad.shehady@springfield-nj.us)

**Completion Date**  
2012

Pennoni provided engineering and planning services to the Planning Board as it relates to the New Jersey Municipal Land Use Law (MLUL), the local Master Plan and the Township land use ordinance for the Township.

Pennoni provided a full list of services, including, but not limited to the following:

- Assisted the Board with land use and ordinance interpretation

- Assisted the Board with stormwater regulation, traffic and permitting issues as necessary

- Reviewed applications before the Board

- Met with the applicants' professional staff

- Attended and provided testimony at public hearings

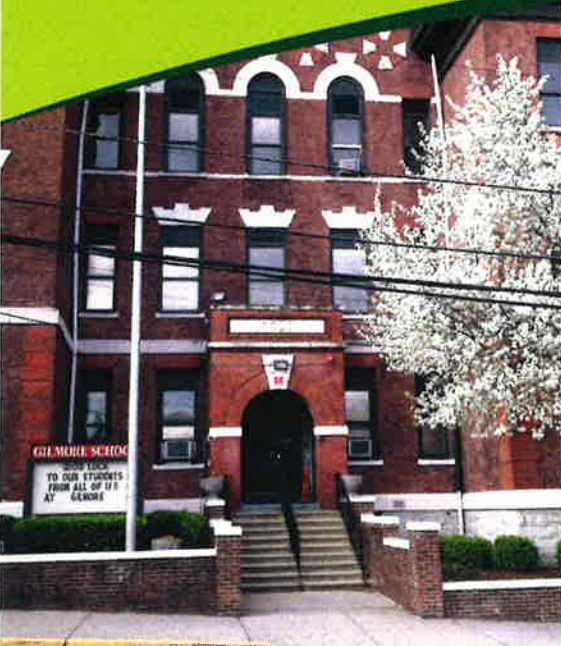
- Reviewed Escrow and releases





# Preliminary Assessment and Site Investigation

## Union City, NJ



PENNONI WAS THE LICENSED SITE REMEDIATION PROFESSIONAL OF RECORD FOR THE INVESTIGATION OF THE VACANT GILMORE ELEMENTARY SCHOOL IN UNION CITY, NJ.

Union City Public Schools c/o  
Mount Vernon Group Architects  
24 Commerce Street #1827  
Newark, NJ 07102

#### Contact

Erik Wood, Associate  
Mount Vernon Group Architects  
973-273-9704

Completion Date  
2014

Pennoni served as the Licensed Site Remediation Professional (LSRP) of Record for the investigation of the vacant Gilmore Elementary school in Union City, NJ.

Our LSRP evaluated the site for the presence of areas of concern (AOCs) that may have been present prior to the construction of an addition to the existing building and rehabilitation of the interior of the existing structure. We reviewed publications describing geologic and hydrogeologic conditions on the subject property, historical aerial photographs, historical insurance maps, previous environmental reports, and a regulatory database report.

Based on the review of the available historic information, Pennoni identified a total of 11 AOCs in the connection with the property:

- AOC-1-4: Residential Underground Storage Tanks

- AOC-5: Floor Drain
- AOC-6: Oil/Water Separator
- AOC-7: Historic Industrial Use
- AOC-8: Historic Fill Material
- AOC-9: Former 5,000-Gallon, #2 Heating Oil Underground Storage Tank (UST)
- AOC-10: Residential Heating Oil UST
- AOC-11: Sump

AOC-1 through AOC-8 were investigated by others between 2004 and 2009. The results of the investigations into these AOCs did not indicate the presence of contamination in excess of the applicable remediation standards and the NJDEP issued a No Further Action (NFA) determination for the site in April 2011.

Pennoni's LSRP reviewed the information used to support the NFA determination and



# Preliminary Assessment and Site Investigation

## Union City, NJ

concurred that no further action was required for these AOCs, with the exception of AOC-9. Previous reports noted that the 5,000-gallon UST may have been removed in 1991; however, no documentation summarizing the closure of the UST was available for review.

Pennoni directed the completion of an electromagnetic (EM) terrain conductivity meter and ground penetrating radar (GPR) survey of accessible areas of the property to determine if any USTs or other subsurface anomalies existed at the site. The EM/GPR scan identified a UST on the southern end of a lot next to 16th Street and the presence of approximately 15-ft. of piping at the suspected location of the former 5,000-gallon heating oil UST.

Three soil borings were advanced to a total depth of 15-ft. in the location of the former 5,000 gallon UST and the above mentioned piping. One sample was collected from each soil boring and the results did not reveal the presence of EPH in excess of Ecological Screening Value of 1,700 (mg/kg). One of the three soil samples associated with the previous 5,000-gallon UST was additionally analyzed.

The results of the contingency analysis did not reveal the presence of targeted

compounds in excess of the NJDEP Default Impact to Groundwater Soil Remediation Standards (IGWSRS), Residential Direction Contact Soil Remediation Standards (RDCSRS) and/or the Non-Residential Direct Contact Soil Remediation Standards (NRDCSRS) in the sample.

In August 2013, Pennoni directed the closure of the 1,000-gallon heating oil UST identified during the EM/GPR scan. The UST was in good condition upon removal. A total of 580 gallons of residual product/water and was removed from the tank. Post-excavation soil samples collected beneath the tank were analyzed for EPH with contingency analysis for naphthalene and 2-methylnaphthalene. Post-excavation soil samples not reveal the presence of EPH concentrations in any of the samples in excess of the Ecological Screening Value and contingency samples were not analyzed.

Based on the results of Pennoni's investigations, no further investigation or action was recommended in connection with the identified AOCs. Pennoni's LSRP issued an unrestricted use Response Action Outcome for the entire site in early 2014.



## SECTION 3

### STATEMENT OF QUALIFICATIONS





**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff):**

If granted the position of Borough Engineer, we will serve the Borough from our Newark, NJ office. Pennoni has the necessary engineering and inspection staff to perform the required services from this office. Drew M. Di Sessa, PE, PP will serve as the Engineer representative for the Borough. Mr. Di Sessa is currently the City Engineer Representative in the City of Plainfield, Union County and the Township of Nutley in Essex County. Mr. Di Sessa is a Senior Engineer in the Newark office, approximately 11 miles from the Borough Hall. He will be responsible for communication with the Borough, staffing, progress, and budget.

Mr. Di Sessa has experience in the design and maintenance of municipal public works facilities, including sewer and water projects. He also has a broad range of expertise including experience with municipal utility authorities, planning and zoning board matters, the Municipal Land Use Law, environmental issues, and grant programs. He has been a licensed Professional Engineer in New Jersey since 1989 and has worked in the municipal engineering field for more than 20 years.

Mr. Di Sessa will have the entire Newark office available and will be responsible for coordinating issues required by the Borough, including grant applications, design, construction inspection, construction management, shop drawing and change order review, permit applications, pre-construction meetings, contractor pay requests, project close-out, CO inspections, code compliance, and indoor air quality issues. Mr. Di Sessa will have direct contact to our technologies in other offices, as needed, to meet Borough needs. Mr. Di Sessa would be available to attend meetings of the Mayor and Council and the Land Use Board as necessary and as requested.

For our municipal clients, we hold weekly progress meetings of our team members. These meetings are held every Monday. At these meetings we monitor actual progress versus the schedule and items required to be completed that week. We also check budget on a weekly basis. These checks allow the Engineer to determine whether additional resources are needed.

Pennoni has an excellent reputation for resolving problems during construction as evidenced by our many repeat clients and long standing appointments in various municipalities throughout the state. We have been successful in part due to our attention to detail and our commitment to customer satisfaction among community residents. Our engineering staff and our inspectors have received the OSHA 40-Hour training.

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

Quality Assurance (QA) is monitored constantly by our QA Manager, Todd M. Hay, PE, CME. Before each submission date, a more in-depth review of deliverables is performed by the QA Manager.

Our project management procedures have enabled us to successfully complete many public works projects including the construction and reconstruction of roads and bridges, and construction of salt domes, public works garages, water and sewer plants, and plant upgrades, streetscapes, and recreation facilities.

As evidenced by our appointments to various planning, zoning, and land use boards, we also have experience in land use issues including site design, traffic, survey (including GIS), wetlands, soil and material testing, environmental, and stormwater management.

We have prepared several bid specifications for major municipal construction projects and are capable of preparing grant applications. We also have a very solid reputation with the New Jersey Department of Environmental Protection, and a great familiarity with their rules and regulations.

# The Pennoni Difference

## Partners for What's Possible

Pennoni views the start of every project as the beginning of a collaboration because we understand the value of partnership. As a multidisciplinary firm, we approach engineering challenges from a wider spectrum of angles than most. From land development to energy management, our expertise runs deep and our passion for problem-solving runs even deeper. Throughout five decades, our commitment to elevating the impact of our outcomes through personalized service has been steadfast. We have the experience to anticipate roadblocks and the insight to understand how to move past them. We also have the flexibility to be innovative in our approach with the integrity to get things right. Our goal is to help communities and private sector clients alike navigate the ever-changing technological advancements available and learn how best to integrate "smart" solutions into the current landscape and make them a part of resilient and sustainable planning.

Pennoni milestones are bigger than any one project. We measure achievement in innovation, efficiency, and excellence. The footprint of our work may be large, but our focal point is not just on "where"; it's on "how". We are relentless in our aim to bring fresh perspectives and new technologies. We establish relationships based on honesty to create trust and longevity. The net effect? Our combination of talent and experience that generates unprecedented results for diverse and iconic projects around the globe.

### Services

-  Civil/Site
-  Construction Engineering
-  Construction Materials Engineering & Testing
-  Environmental
-  Geotechnical
-  Landscape Architecture & Planning
-  Mechanical, Electrical, & Plumbing
-  Structural
-  Survey & Geospatial
-  Technology Solutions
-  Transportation
-  Water Resources
-  Water/Wastewater

### Markets

-  Commercial/Retail
-  Design-Build
-  Education
-  Energy & Sustainability
-  Government
-  Healthcare & Pharmaceuticals
-  Industrial
-  Infrastructure
-  International
-  Leisure & Entertainment
-  Residential

together to provide

**Solutions**



#### Corporate Headquarters

1900 Market Street, Suite 300  
Philadelphia, PA 19103  
215-222-3000 | [www.pennoni.com](http://www.pennoni.com)





# Municipal Engineering Services



OUR MUNICIPAL ENGINEERING TECHNOLOGY ASSISTS MORE THAN 100 COMMUNITIES EVERYDAY IN MAKING DECISIONS ABOUT ENGINEERING ISSUES INVOLVING THE MAINTENANCE AND IMPROVEMENT OF PUBLIC WORKS SYSTEMS.

## **Appointed Municipal Engineer**

**Infrastructure and Public  
Works**

**Recreation, Parks & Open  
Space**

**Stormwater Management  
Traffic**

**Uniform Construction Code  
Water/Wastewater**

The results of municipal engineers' work can be measured by the quality of our everyday life. It is impossible to go through a day of work, recreation, or pleasure without encountering the results of their handiwork. Nearly a century ago, there were only two types of engineers: military and civil. Today, it is hard to imagine what our lives would be like without the municipal engineer. While it is true that today's technological advances have been made by other engineering disciplines, the "best things in life" elements of our everyday life are directly related to the work of municipal engineers.

Our staff possesses a strong background in technical analysis and is capable of making recommendations on a wide range of everyday municipal needs, including road and stormwater maintenance, traffic safety, signing and signalization, waste management studies, building inspection, parks and recreation, plan and code review, grantsmanship, and regulatory application coordination.

For more than 40 years, Pennoni has provided municipal clients with a myriad of services upon which a quality community depends. As Pennoni has grown, so has the range and depth of our services. We continue to provide the level of service that communities need to improve and maintain their desired standard of living.

Working together with Pennoni's other technologies, our Municipal Engineering Technology develops a strategy and establishes synergy among its team members to provide clients with a user-friendly, "one-stop shop" capable of handling projects in-house and in a cost-effective, cost-efficient, aesthetically-pleasing, and timely manner.

We pride ourselves on being capable of working independently or as part of a team involved with multi-disciplinary projects. Our professional Municipal Engineering staff provides creative, imaginative, and innovative design for today and into the 21st century.





# Municipal Engineering Services

## Appointed Municipal Engineer



Lower Merion Township; Lower Merion, PA

Pennoni provides Township Engineer services for Lower Merion Township, Montgomery County. Lower Merion Township is a first class Township of 23.64 square miles, over 58,000 residents, and over 220 miles of Township roads.

## Park & Open Space



Weequahic Lake Restoration Project; Newark, NJ

Designed and oversaw construction of a 2.2 mile continuous rubberized running/walking surface, and the evaluation of the stormwater management within the park. The poor conditions forced the park users to use the land adjacent to the path resulting in compaction and erosion which was a contributing factor to the poor health of the adjacent eighty-acre lake. After construction, there was a noticeable increase in the use of the park. Dry wells were installed on the majority of the drainage structures, from the park roadway and lawn areas, which outfall into the lake. Two water quality basins were constructed that addressed the water from Rt. 22 that enters the lake.

## Stormwater Management



Glendale Culvert Replacement; Haverford Township, PA

Designed a new box culvert under Glendale Road and replaced the downstream pipe with an open swale that discharged the stormwater run-off to a wetland area adjacent to Darby Creek to relieve flooding that was occurring during even minor rain events. Pennoni prepared plans and specifications for the project, which included design of the new culvert and a 300-foot-long swale. Construction surveillance was provided on a daily basis, including shop drawing review. Construction inspection required daily coordination with Township personnel, police, and PennDOT.

## Traffic



Traffic Signal and Roadway Improvements; English Creek Road & Delilah Road; Egg Harbor Township, NJ

To enhance public safety at this important South Jersey intersection, Pennoni provided surveying and traffic engineering services related to the rehabilitation of the roadway and the adding of a traffic signal at the intersection of English Creek Road and Delilah Road. The main objective was to design left turn lanes for all four approaches and prepare construction plans and specifications for bidding. Property plots were prepared for the taking of right-of way. Drainage calculations and approval from the New Jersey Pinelands Commission were obtained, and the plans and specifications were submitted and approved for NJDOT State Aid funding.



## New Jersey Municipal Engineering Appointments

Account Name	Population	Address	Description
Berkeley Township	40000	Berkeley Town Hall 627 Pinewald-Keswick Road Bayville, NJ 08721	Special Projects Engineer/Consulting/Conflict/Capital Projects/Engineer/Conflict Planner
Berlin Borough	7600	59 South White Horse Pike Berlin, NJ 08009	Borough Engineer
Berlin Borough Water & Sewer	7600	59 South White Horse Pike Berlin, NJ 08009	Water/Sewer Engineer
Burlington, City of	9900	525 High Street Burlington, NJ 08016	Sewer & Drainage Engineer
Cinnaminson Township Zoning Board	15500	1621 Riverton Road Cinnaminson, NJ 08077	Zoning Board Engineer
Delanco Township	4300	770 Coopertown Road Delanco, NJ 08075	Land Use Board Engineer
Delran Township	16896	900 S Chester Ave Delran Township, NJ 08075	Planning Board Engineer and Traffic Engineer
Delran Township Planning Board	16896	Zoning Board Traffic Engineer 900 Chester Avenue Delran, NJ 08075-9703	Engineer and Traffic Engineer
Delran Township Zoning Board	16896	900 Chester Avenue Delran, NJ 08075-9703	Traffic Engineer
Deptford Township	26763	1011 Cooper St Deptford Township, NJ 08096	Planning Board and Zoning Board Traffic Engineers
Deptford Township Planning Board	26763	1011 Cooper Street Deptford, NJ 08096	Traffic Engineer
Deptford Township Zoning Board	26763	1011 Cooper Street Deptford, NJ 08096	Traffic Engineer
East Orange, City of	65000	Department of Public Works 44 City Hall Plaza East Orange, NJ 07019	Planning, Zoning, and City Engineer
Florence Township	12100	711 Broad Street Municipal Complex Florence, NJ 08518	Planing Board Engineer/Special Projects Engineer
Gloucester Township MUA	64600	P.O. Box 216 401 West Landing Road Glendora, NJ 08029-0216	Authority Engineer
Harrison Township, NJ	12500	114 Bridgeton Pike Municipal Building Mullica Hill, NJ 08062	Joint Land Use Board Engineer and Traffic Engineer
Hillside Township	21000	1409 Liberty Avenue Hillside, NJ 07205	Redevelopment Engineer/Planning Board Engineer
Irvington Township	45000	Municipal Building Civic Square Irvington, NJ 07111	Special Projects Engineer
Linden, City of	42000	301 N. Wood Avenue Linden, NJ 07036	Special Projects Engineer/Drainage Engineer
Lumberton Township	12600	35 Municipal Drive P.O. Box 1860 Lumberton, NJ 08048-4516	Township Engineer
Mansfield Township, Warren County, NJ	7500	100 Port Murray Road Port Murray, NJ 07865	Special Projects Engineer
Merchantville Borough	3800	1 West Maple Avenue Merchantville, NJ 08109	Borough Engineer/Planning Board Engineer
Merchantville Pennsauken Water Commission		20 West Maple Avenue P.O. Box 1205 Merchantville, NJ 08109	Commission Engineer
Nutley Township	28400	One Kennedy Drive Nutley, NJ 07110	Township Planning and Zoning Board Engineer
Orange Township, City of	30000	Dept of Public Works & Engineering 29 North Day Street Orange, NJ 07050	Water & Sewer Engineer/Special Projects Engineer
Pennsauken Sewerage Authority	35500	1250 John Tipton Blvd Pennsauken, NJ 08110	Authority Engineer
Pine Hill Borough Planning Board	10200	45 West Seventh Avenue Pine Hill, NJ 08021-6317	Planning Board Engineer
Pine Hill Utilities Authority	10200	907 Turnerville Road Pine Hill, NJ 08021	Authority Engineer
Plainfield, City of	48000	515 Watchung Avenue Plainfield, NJ 07060	City Engineer, Planning Board Engineer, Zoning Board Engineer
Riverside Sewerage Authority	8000	P.O. Box 188 Riverside, NJ 08075	Authority Engineer
Riverside Township	8000	P.O. Box 188 Riverside, NJ 08075	Township Engineer
Woodland Township	1800	P.O. Box 388 Chatsworth, NJ 08019	Township Engineer
Woodland Township Planning Board	1800	P.O. Box 388 Chatsworth, NJ 08019	Land Use Board Engineer



# SECTION 4

## FEE SCHEDULE



# Scope and Fee Schedule

## PROPOSED SCOPE OF SERVICES

### BOROUGH ENGINEER

Over the past twenty years, Pennoni municipal clients have found it more effective for their municipalities if the Borough engineer would perform their duties with the establishment of office hours. This would allow for the development of relationships with other department personnel within the Borough and a providing a better understanding of the Borough's operations, objectives and concerns, as well as in person availability to the administration. That said, we have proposed office hours for the designated Borough Engineer every Tuesday or Friday (whichever best fits the Borough) from 8 A.M. to 12 P.M. Pennoni has the depth of professional services and municipal professionals to meet this commitment of office hours for the Borough.

General engineering tasks and functions that cannot be performed within the established office hours and design and inspection duties related to capital improvement projects for 2019 may be performed by the Engineer's staff at the direction of the municipality. We would be available to communicate with and assist all Borough departments during this time.

The complete Scope of Services noted in the Borough's RFQ will be provided by Pennoni within the following two Rates of Services.

### ***Flat Fee Rate and Services Provided***

Pennoni will perform services as the Borough engineer on a flat fee rate of \$2,300 per month (\$27,600 per year) for the 2019 calendar year for standard municipal engineering services. Standard services for the Borough of Roselle Park include the services described above, and the following as listed in the RFP:

- Provide technical and engineering advice, estimates and plan review
- Conduct office hours at Borough Hall for four (4) hours per week
- Meeting attendance at Mayor and Council meetings as requested
- Submit a monthly report to the Mayor and Council on all projects open and pending in the Borough
- Respond to general engineering matters or concerns within the Borough
- Perform engineering duties not otherwise enumerated or connected with individual projects or assignments
- Prepare grant applications for local aid, municipal aid, and other financial aid programs that may become available to the Borough
- Prepare routine and ordinary tax map revisions, routine ordinance revisions, zoning map revisions

### ***Hourly Rate and Services Provided***

The below noted Hourly Rate Services fall outside our Flat Rate Fee Services due to the uncertainty of project sizes and or number of meetings (if any) we will be required to attend. We would prepare a proposal for these services based on the specific needs and submit same to the Borough for approval. Out of pocket expenses paid to third parties will be billed periodically, as incurred.

Thus, we offer the following fees for Hourly Services which would be appropriate for your municipality:

- Meeting attendance Land Use Board meetings would be billed on an hourly basis in accordance with the hourly rate enumerated for the Borough Engineer representative
- Plan reviews for applications before the Land Use Board will be billed on an hourly basis based on the rates for the personnel involved in the review
- Hourly rates and direct expenses would be based on our Fee Schedule for 2019 (see next page).
- For surveying, engineering design, construction management and inspection duties related to major capital improvement projects we propose that fees would be established via lump sum cost for surveying, engineering design and construction management (not-to-exceed 10% of an estimated construction cost) and for construction inspection based on a not-to-exceed cost equal to man-hours multiplied by hourly rates for appropriate staff (not-to-exceed 5% of an estimated construction cost).

All fees are negotiable upon request.



# Billing Rates

## BOROUGH OF ROSELLE PARK 2019 SCHEDULE OF FEES

Pennoni provides engineering consulting services to its clients in accordance with the terms and conditions of our contract. Pennoni's compensation will be based on the following schedule of fees and charges unless our contract specifies otherwise.

LABOR CATEGORY	RATES: \$/HOUR
Senior Principal Professional.....	\$260
Principal Professional .....	\$210
Senior Professional.....	\$178
Project Professional.....	\$166
<b>Staff Professional (Professional Municipal Engineer Designee) *</b> .....	<b>\$158</b>
<b>Associate Professional (Staff Engineer) *</b> .....	<b>\$148</b>
Graduate Professional.....	\$126
Technician III.....	\$114
Technician II.....	\$105
Technician I.....	\$ 95
Survey Crew .....	\$220
Senior Field Technician .....	\$118
Field Technician .....	\$ 95
Laboratory Technician.....	\$ 85
Building Code Official .....	\$ 102
Project Assistant .....	\$ 74

- Add 15% to above Survey Crew rates when OSHA 40-hour training required
- Technical Support/Expert Testimony Fee provided upon request
- 3 Person Survey Crew rates for roadwork provided upon request

"Professional" includes all disciplines (Engineer, Landscape Architect, Surveyor, Geologist, etc.) Rates are billed on quarter-hour increments.

\*Borough of Roselle Park Assignment

### EXPENSES:

Pennoni does not bill for routine office management or accounting services; however, direct expense charges described below are subject to an additional administrative and handling fee as indicated:

- Subconsultant/Subcontractor services: cost plus 10%





**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**4. Cost details, including the annual fee for primary duties and the hourly rates of each of the individuals who will perform services, and all expenses for any work that is not included in the primary duties:**

Please also see attached details on Pennoni's Schedule of Fees.

Senior Principal Professional	\$260
Principal Professional	\$210
Senior Professional	\$178
Project Professional	\$166
Staff Professional (Professional Municipal Engineer Designee)	\$158
Associate Professional	\$148
Graduate Professional	\$126
Technician III	\$114
Technician II	\$105
Technician I	\$ 95
Survey Crew	\$220
Senior Field Technician	\$118
Field Technician	\$ 95
Laboratory Technician	\$ 85
Building Code Official	\$ 102
Project Assistant	\$ 74

**CERTIFICATION OF PROPOSAL**  
**(Sign Below)**

Firm: Pennoni Associates Inc.

Date: 11/30/18

Authorized Representative (Print): Todd M. Hay, PE, CME

Signature: 

Title: Regional Vice President

Telephone No.: 973-265-9775

Fax No.: 973-265-9774

# SECTION 5

## ADMINISTRATIVE DOCUMENTS



## BOROUGH OF ROSELLE PARK

### SUBMISSION CHECKLIST

THE FOLLOWING ITEMS, AS INDICATED BELOW <input checked="" type="checkbox"/> , SHALL BE PROVIDED WITH THE RECEIPT OF SEALED SUBMISSIONS		Initial Here
<input checked="" type="checkbox"/>	Completed RFP Checklist	BJS
<input checked="" type="checkbox"/>	Completed Submission Form / Qualification Statement	BJS
<input checked="" type="checkbox"/>	Statement of Ownership Disclosure	BJS
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	BJS
<input checked="" type="checkbox"/>	Required EEO/Affirmative Action Evidence & Signed Compliance Notice	BJS
<input checked="" type="checkbox"/>	Acknowledgement of Americans with Disabilities Act Language of 1990	BJS
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	BJS
<input checked="" type="checkbox"/>	Insurance Requirement Acknowledgement Form	BJS
<input checked="" type="checkbox"/>	Certification Regarding Political Contributions	BJS
<input checked="" type="checkbox"/>	New Jersey Business Registration Certificate of Vendor	BJS
<input checked="" type="checkbox"/>	W-9 of Vendor	BJS

This checklist is provided for vendor's use in assuring compliance with required documentation; however, it does not include all submission requirements and does not relieve the vendor of the need to read and comply with the RFP.

Name of Vendor: Pennoni Associates Inc.

Date: November 28, 2018

Signature: X. Bridget J. Shane

Print Name: Bridget J. Shane

Title: Corporate Communications Manager



# Administrative Requirements

## NJ Business Registration Certificate



### STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** PENNONI ASSOCIATES INC.  
**Trade Name:**  
**Address:** 1900 MARKET STREET STE 300  
PHILADELPHIA, PA 19103  
**Certificate Number:** 0089235  
**Effective Date:** January 13, 1971  
**Date of Issuance:** September 27, 2018

**For Office Use Only:**  
20180927152753957

## NJ Certificate of Employee Information Report

Certification 2919

### CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-OCT-2015** to **15-OCT-2018**

**PENNONI**  
1900 MARKET STREET, SUITE 300  
PHILADELPHIA PA 19103



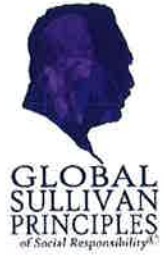
*Ford M. Scudder*

FORD M. SCUDDER  
State Treasurer



## Equal Employment Opportunity Policy

It is the policy of Pennoni Associates Inc. (Pennoni) not to discriminate against any employee or applicant for employment because of age, race, creed, color, religion, gender, national origin, sexual orientation, disability, and/or veterans of the Vietnam War era, Desert Storm/Shield, or the disabled. We take affirmative action to assure that applicants and employees are treated equally without regard of their protected class status. Such action shall include, but not be limited to, employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including part time and co-op programs.



Additionally, Pennoni supports and follows the Global Sullivan Principles of Social Responsibility, whose objectives are to support economic, social, and political justice by companies where they do business. In our commitment to the Global Sullivan Principles, Pennoni supports human rights and encourages equal opportunity at all levels of employment, and assisting with greater tolerance and understanding among peoples; thereby, helping to improve the quality of life for communities, workers, and children with dignity and equality.

Pennoni is committed to principles of Equal Employment Opportunity. To ensure its dissemination and implementation throughout the firm, the Equal Employment Opportunity Officer reports to the President and Senior Vice President on Equal Opportunity issues and our Affirmative Action Program.

Pennoni's Equal Employment Opportunity policy is further enhanced through the development of a written Executive Order Affirmative Action Program that contains specific and results-oriented procedures and guidelines to which we are committed to applying in good faith and effort. Our Equal Employment Opportunity efforts extend to maintaining a list of Minority Business Enterprise (MBE) and Women-owned Business Enterprise (WBE) firms for use of their services and/or products whenever feasible.

W-9

Form <b>W-9</b> (Rev. December 2014) Department of the Treasury Internal Revenue Service	<b>Request for Taxpayer Identification Number and Certification</b>	<b>Give Form to the requester. Do not send to the IRS.</b>	
Print or type See Specific Instructions on page 2.	<b>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</b> <b>Pennoni Associates Inc.</b>		
	<b>2 Business name/disregarded entity name, if different from above</b>		
	<b>3 Check appropriate box for federal tax classification; check only one of the following seven boxes:</b> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____		
	<b>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</b> Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>		
	<b>5 Address (number, street, and apt. or suite no.)</b> <b>1900 Market Street, Suite 300</b>	<b>Requester's name and address (optional)</b>	
	<b>6 City, state, and ZIP code</b> <b>Philadelphia, PA 19103</b>	<b>Remit to Address:</b> <b>P.O. Box 827328</b> <b>Philadelphia, PA 19182-7328</b>	
	<b>7 List account number(s) here (optional)</b>		

<b>Part I Taxpayer Identification Number (TIN)</b>																																														
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																																														
<b>Note.</b> If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.	<table border="1"> <tr><td align="center" colspan="9">Social security number</td></tr> <tr><td> </td><td> </td><td> </td><td>-</td><td> </td><td> </td><td>-</td><td> </td><td> </td></tr> <tr><td align="center" colspan="9">or</td></tr> <tr><td align="center" colspan="9">Employer identification number</td></tr> <tr><td>2</td><td>3</td><td>-</td><td>1</td><td>6</td><td>8</td><td>3</td><td>4</td><td>2 9</td></tr> </table>	Social security number												-			-			or									Employer identification number									2	3	-	1	6	8	3	4	2 9
Social security number																																														
			-			-																																								
or																																														
Employer identification number																																														
2	3	-	1	6	8	3	4	2 9																																						

<b>Part II Certification</b>	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
<b>Certification instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.	

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Bridget J. Shane</i>	Date ▶ <i>February 7, 2018</i>
------------------	--	--------------------------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/tw9](http://www.irs.gov/tw9).**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.





# Insurance Certificate

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 4/30/2018		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 40 W. Front St. Media PA 19063		<b>CONTACT NAME:</b> Lisa Huttman <b>PHONE (A/C No. Ext.):</b> 610-548-5108 <b>FAX (A/C No.):</b> 610-566-0147 <b>E-MAIL ADDRESS:</b> Lisa_Huttman@ajg.com				
<b>INSURED</b> Pennoni Associates, Inc. 1900 Market Street, Suite 300 Philadelphia, PA 19103		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Zurich American Insurance Company <b>INSURER B:</b> New Hampshire Insurance Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>		<b>NAIC #</b> 16535 23841		
<b>COVERAGES</b> <b>CERTIFICATE NUMBER: 1552755583</b> <b>REVISION NUMBER:</b>						
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		GLO9284405-08	5/1/2018	5/1/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$300,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BAP9284406-08	5/1/2018	5/1/2019	COMBINED SINGLE LIMIT (EA accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$0		AUC 9819498-04	5/1/2018	5/1/2019	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N N/A	WC62498921	5/1/2018	5/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liability Environmental/CPL		EOC534632613	5/1/2018	5/1/2019	Each Claim 2,000,000 Aggregate 2,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) SPECIMEN CERTIFICATE Evidence of coverage with respect to operations of the named insured.						
<b>CERTIFICATE HOLDER</b> SPECIMEN CERTIFICATE			<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Judith L. Frederick</i>			

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ACORD 25 (2016/03)

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**BOROUGH OF ROSELLE PARK**

**STATEMENT OF OWNERSHIP DISCLOSURE**

**N.J.S.A. 52:25-24.2** (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**THIS STATEMENT SHALL BE COMPLETED, CERTIFIED TO, AND INCLUDED WITH ALL BID AND PROPOSAL SUBMISSIONS. FAILURE TO SUBMIT THE REQUIRED INFORMATION IS CAUSE FOR AUTOMATIC REJECTION OF THE BID OR PROPOSAL.**

**Name of Organization:** Pennoni Associates Inc.

**Organization Address:** 1900 Market Street, Suite 300 Philadelphia, PA 19103

**Part I**

**Check the box that represents the type of business organization:**

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☒ For-Profit Corporation (any type)
- ☐ Limited Liability Company (LLC)
- ☐ Partnership
- ☐ Limited Partnership
- ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): \_\_\_\_\_

**Part II**

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST ON THE NEXT PAGE IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
E.S.O.P	N/A

**Part III**

**DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

**If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.****

<b>Website (URL) containing the last annual SEC (or foreign equivalent) filing</b>	<b>Page #'s</b>
N/A	

**Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.****

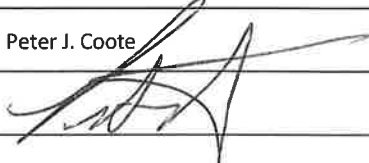
<b>Stockholder/Partner/Member and Corresponding Entity Listed in Part II</b>	<b>Home Address (for Individuals) or Business Address</b>
N/A	



**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

**Part IV**  
**Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Roselle Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Roselle Park to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Peter J. Coote	Title:	Vice President
Signature:		Date:	4/28 / 2018

**BOROUGH OF ROSELLE PARK**

**NON-COLLUSION AFFIDAVIT**

State of Pennsylvania  
County of Delaware

SS:

I, Peter J. Coote of the City of Media in  
the County of Delaware and State of Pennsylvania full age, being duly  
sworn according to law on my oath depose and say that:

I am Vice President of the firm of Pennoni Associates Inc.  
(Title or Position) (Name of Firm)

the bidder making this Proposal for the above named project, and that I executed the said proposal with full  
authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any  
collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above  
named project; and that all statements contained in said proposal and in this affidavit are true and correct, and  
made with full knowledge that the Borough of Roselle Park relies upon the truth of the statements contained in  
said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure  
such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee,  
except bona fide employees or bona fide employees or bona fide established commercial or selling agencies  
maintained by Pennoni Associates Inc. (name of contractor).

Subscribed and sworn to

before me this 28 day

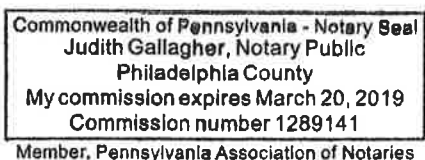
of November, 2018.

X.   
Signature

Peter J. Coote  
(Type or print name of affiant under signature)

  
Notary public of Phila

My Commission expires 3-20-19



**BOROUGH OF ROSELLE PARK**

**AFFIRMATIVE ACTION COMPLIANCE NOTICE**

**N.J.S.A. 10:5-31 and N.J.A.C. 17:27**

**GOODS, PROFESSIONAL SERVICE  
AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

- b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

OR

- c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: Pennoni Associates Inc.

SIGNATURE: 

PRINT NAME: Peter J. Coote

TITLE: Vice President

DATE: 11/28/2010



## BOROUGH OF ROSELLE PARK

### AMERICANS WITH DISABILITIES ACT OF 1990

#### Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

The undersigned vendor consents to the full understanding of the forgoing Americans with Disabilities Act Language of 1990:

Bidder/Vendor: Pennoni Associates Inc.

Signature: 

Full Name (Print): Peter J. Coote

Title: Vice President

Date 11/28/2018

## **BOROUGH OF ROSELLE PARK**

### **DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

#### **PART 1: CERTIFICATION**

#### **BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive.

#### **PLEASE CHECK EITHER BOX:**

☒ I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

☐ I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

#### **PART 2**

#### **PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below. (PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES).

Name: \_\_\_\_\_

Relationship to Bidder/Vendor: \_\_\_\_\_

Description of Activities: \_\_\_\_\_

Duration of Engagement: \_\_\_\_\_ Anticipated Cessation Date: \_\_\_\_\_

Bidder/Vendor: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**  
**(Continued)**

**CERTIFICATION**

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Borough of Roselle Park is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the answers or information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Borough of Roselle Park and that the Borough of Roselle Park at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Peter J. Coote

Signature: \_\_\_\_\_

Title: Vice President

Date: 11/28/2018

Bidder/Vendor: Pennoni Associates Inc.



**BOROUGH OF ROSELLE PARK**

**INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM**

Certificate(s) of Insurance shall be filed with the Borough Clerk's Office upon award of contract by the governing body

The ~~minimum~~ <sup>Strike</sup> amount of insurance to be carried by the Professional Service Entity shall be as follows:

**PROFESSIONAL LIABILITY INSURANCE**

Limits shall be a ~~minimum~~ of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

SIGNATURE: \_\_\_\_\_

DATE: 1/28/2018

Peter J. Coote, Vice President

(Printed Name & Title)





PARTNERS FOR WHAT'S POSSIBLE

[www.pennoni.com](http://www.pennoni.com)